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JACKSON COUNTY COURTHOUSE

Brownstown, Ind.



(In the final publication an enlarged picture, 5 x 7,  
will appear here.)

INVENTORY OF THE COUNTY ARCHIVES  
OF INDIANA

Prepared by  
Historical Records Survey  
Division of Women's and Professional Projects

NO. 36. JACKSON COUNTY (BROWNSTOWN)

W.P.A.

\* \* \* \* \*

Indianapolis, Indiana  
Historical Records Survey  
April 1937





## PREFACE

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This inventory of Jackson County records constitutes a part of the general guide to the county archives of Indiana. It was prepared for the primary purpose of furnishing officials, students of history, and the citizens of the community with a convenient tool for their use in consulting the county records. It is hoped the information contained in these volumes will encourage county officials as well as the general public to take a greater interest in continued improvement of methods for preservation of public records. It is also hoped the information herein presented concerning the records, their present housing, care, and accommodations for users, will prove of value to citizens and public officials.

This inventory was made during the period from April 9 to May 23, 1936, under the supervision of Samuel J. Kagan, State Director; Norbert Meyers, District Supervisor; and Clem Montgomery, Research Editor. The field workers were LaVita Burdhart of Trafalgar and Floyd Pritchard of Franklin. Indispensable co-operation was received from all county officials and from those of the Works Progress Administration to make this survey successful.

It is our intention to present a complete, concise picture of the records in bibliographical form. This inventory is preceded by a number of introductory sections to enlighten the reader concerning the background and basis for the records. The entries for the records series are carried in consecutive numbering for the county, while the bureaus are arranged in groups of governing boards: judicial, major administrative offices,



## Preface

financial, educational, health, engineering, and miscellaneous. Where it is applicable, natural groupings under subject headings are made within the bureau, and the entries are arranged according to their functional sequence. A cross reference index following the inventory will help the reader locate records with the least effort.

Acknowledgment should go to the State office force of the Survey for checking, condensing, compiling, and editing the Jackson County Survey.

LUTHER H. EVANS, National Supervisor

S. J. KAGAN, State Director

Historical Records Survey



## FOREWORD

A guide to county and township records in Indiana has long been needed by both local officials and the general public. The Works Progress Administration project of the Historical Records Survey is the first attempt to supply this need. Few more useful fields of employment could have been found than the survey of local and State historical records, even though the work inevitably presented unusual difficulties. The completion of the survey of historical records in Indiana is a source of genuine satisfaction.

We are indebted first of all to the Works Progress Administration for providing for the survey and financing it. The National Director of the project, Dr. Luther H. Evans, assured a fruitful product of the work by ably outlining it and drafting the forms to be used by the field workers so as to insure the greatest completeness with the least likelihood of errors. He and his assistants have done all that was possible for this nation-wide survey. Samuel J. Kagan, State Director of Indiana, deserves great credit for his energy and ability in organizing the office and field forces which have carried out the project. To assemble and organize more than one hundred and fifty persons in a new line of work in which there were very few local precedents, and to complete a survey of the county records in all the ninety-two counties, including the townships, at first, seemed almost impossible of accomplishment within a year. It has, however, been accomplished.

An advisory committee has helped guide work upon the project; though no meetings were held, its members in many instances were a great



## Foreword

help. A word of appreciation must be recorded here for the county officers who courteously gave the representatives of the survey access to the records in their offices and cooperated in the making of the survey. Especially is the State indebted to those officers who made possible the photographing of old records for preservation in a central depository.

CHRISTOPHER B. COLLMAN

Director, Indiana Historical Bureau  
and

Chairman, Advisory Committee  
Historical Records Survey





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use for  
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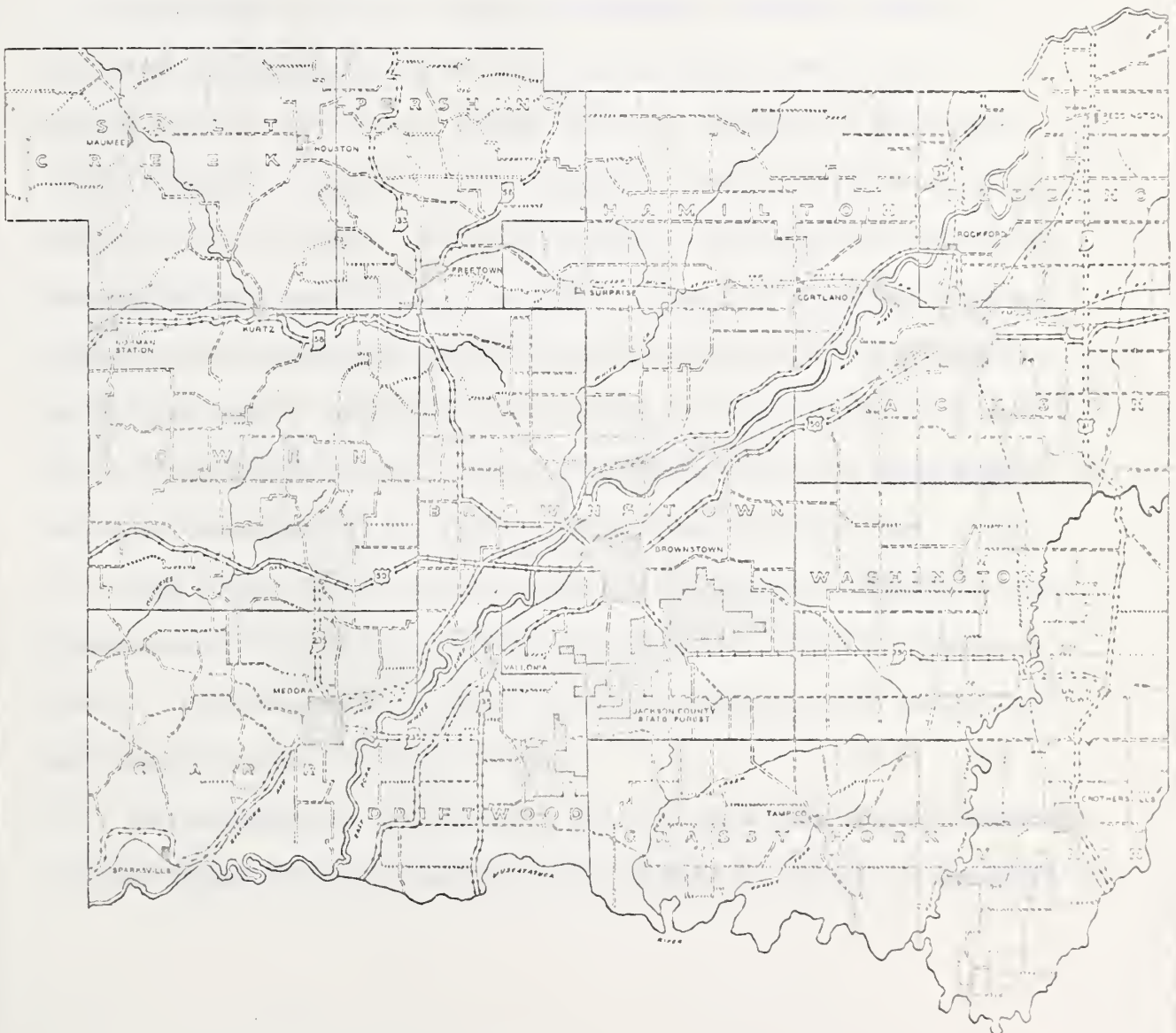


# GENERAL PLAN JACKSON COUNTY

STATE PLANNING BOARD  
OF INDIANA  
1936

## LEGEND

-  STATE AND US HIGHWAYS
-  SUGGESTED PARKWAY
-  IMPROVED ROADS
-  DIRT ROADS
-  TOWNS
-  STATE PROPERTY







## HISTORY OF JACKSON COUNTY

1816-1936

Jackson County, is situated in the south central part of the state, is bounded on the north by Brown and Bartholomew Counties, on the east by Jennings County, on the southeast by Scott County, on the south by Washington County, and on the west by Lawrence and Monroe Counties. It has an area of 518 square miles.

The county is divided into two triangular sections greatly differing in topography by the east fork of White River, which traverses the area from the northeast to the southwest. The southeast section is generally rolling with low sandy hills fifty to one hundred feet in height. There is, however, a range of knobs south of Brownstown more than 300 feet high, and a group of hills southwest of Seymour. The northeast portion consists of broken land with a series of ridges running parallel to White River. In some places these spread out into broad table lands. These table lands and river bottoms make up about three-fourths of the county's surface; the remainder is clay and sandy loam. Besides the White River, the county is drained by the Muscatatuck River and its tributaries, the chief of which is Graham's Creek. The Muscatatuck forms the southern boundary of the county and is itself tributary to White River.

The relationship of Indiana to the history of the United States as a whole begins with the landing of the English and French at Jamestown





and Quebec in 1607 and 1608. The territory now comprising Indiana had been claimed by the Indians, the French, the English, and the colony of Virginia before its cession to the United State Government. The French--LaSalle, Joliet, and others--explored the Mississippi valley and established trading posts at various points throughout the region. In Indiana such posts were established as early as 1719 on the present sites of Fort Wayne, Lafayette, and Vincennes. Meanwhile, the English were pushing into the Ohio valley, and the economic conflict which developed between England and France over the rich fur trade finally ended in the French and Indian War. The British, after the Treaty of Paris, February 10, 1763, took over the French posts in Indiana and held them until shortly after the American Revolution broke out, when Vincennes was taken by General George Rogers Clark. The Middle West, then claimed by Virginia, was ceded to the United States Government in 1784, and three years later was organized by Congress into the Northwest Territory. Knox County, the first real civil government over Indiana, was set up in 1790, and also included parts of the present State of Ohio, Michigan, Wisconsin, and Illinois. In 1800, Congress organized Indiana Territory, and on December 10, 1810, Indiana was admitted into the Union as a State.

Before the white man came, the area which is now Indiana was claimed -- and occupied by several tribes of Indians, of which the Miami Confederacy -- Twightwees, Weas, Piankashaws, and Shockeys, was the most numerous and powerful. Among the other tribes to claim certain parts of the state were the Potawatomi and Delawares. The area comprising Jackson County was acquired from the Indians by three treaties of cession. The southeast



corner of the county was included in the Treaty of Groundland, August 21, 1805, made between the United States Government and the Delawares, Miamis, Weas, and Potawatomi. Harrison's Purchase, September 30, 1809, included the northwest corner of Jackson County; this treaty was signed by the government and the Miami, Red River, Potawatomi, and Delaware Indians. The remaining portion of the county was acquired from the Miami and Potawatomi tribes by the Treaty of St. Mary's, October 2-6, 1818.

According to one authority, there were two French and Indian trading posts in the area now comprising Jackson County in the latter part of the eighteenth century; one, at the confluence of the Muscatutuck and White Rivers, and the other on the present site of Vallonia. When the first white settlers came to Jackson County in 1805, they found log cabins where Vallonia now stands. This is probably the basis for the traditional story that Vallonia is the second oldest town in Indiana.

The first white settler in Jackson County was probably Peter Andrian, who built a cabin near the present site of Vallonia in 1805. A little later, Silas McCullick settled in the same neighborhood and married an Indian squaw. Aquilla and Henry Rogers--former associate of Aaron Burr and ~~in~~ involved in the conspiracy-- fled to Jackson County and settled near Vallonia; Aquilla Rogers built a cabin two miles south of the town. James Hutchinson and a man named Huffman settled in the county at an early date, but their place of settlement is unknown. Thomas Iwing and William Pragens, both of Clark County, made the first land entries in June, 1808. This land was situated along the river not far from the railroad bridge near Vallonia. In 1809, Samuel Iwing, James Hutchinson, Isaac Holsman, and Thomas Smith entered land. Most of the land owners



became permanent residents in the county.

Jackson County was formed by the Territorial General Assembly on December 16, 1815, out of lands formerly attached to Clark, Jefferson, and Washington Counties. Its legal boundaries were defined as; "Beginning at a point on the east fork of White River where the line dividing sections four and five, in range two east, town three north crosses the same; thence due north to the Indian Boundary line; thence with said boundary line eastward to the point where said line intersects the northern boundary line of the Grouseland purchase; thence with the last mentioned line eastwardly to the point where the line dividing ranges seven and eight east, crosses the same; thence with the last mentioned line south, to the point where the line dividing townships three and four north, crosses the same; thence with the last mentioned line west, to the east fork of Muscagetuck river; thence down the said river, with the meanders thereof, to the junction of Drift fork of White river; thence down the same with the meanders to the place of beginning.

"... That the said county shall, from and after the first day of January next, be known and designated by the name... of the county of Jackson." (Acts of Indiana Territory, 1815, pp. 3-4.)

The county was reduced in size when, on December 27, 1816, Jennings County was formed. The act provided that all that part of Jackson County east of a line "beginning on the line of the Grouseland purchase, at the intersection of the line dividing ranges six and seven east; thence south with said line to the line dividing townships three and four north;" was transferred to Jennings County. (Laws of Indiana, 1816-17, p. 197).





The area of Jackson County was increased and its northern boundary altered by the Treaty of St. Mary's, October 2-6, 1818. "Whenever the Indian title to the lands, north of and adjoining to the lands, already purchased, and sold by the United States, [shall be extinguished,] all that tract of country, north of said county of Jackson, south of the line dividing townships seven and eight north, and lying between ranges three and eight east, shall be attached to and become a part of said county of Jackson, and the said line dividing townships seven and eight north, shall be permanent northern boundary of said county of Jackson." (Acts of Indiana Territory, 1815, pp. 5-6.)

On January 12, 1820, Jackson County lost a small area of land when Scott County was formed. All that part of Jackson County, bounded by the Muscatatuck River, the line dividing ranges 6 and seven east of the second principal meridian, and the line dividing townships 3 and 4 north, was transferred to Scott County. (Laws of Indiana, 1819-20, pp. 51-52.)

On January 20, 1820, territory in the northeast corner of Jackson County was attached to Jennings County. All that part of Jackson County in township 7 north, ranges 7 and 8 east of the second principal meridian, was transferred to Jennings County. (Laws of Indiana, 1819-20, pp. 95-96.)

When Bartholomew County was formed on January 8, 1821, Jackson County lost a strip of land on its northern boundary. All that part of Jackson County north of a line beginning where the range line dividing ranges 6 and 7 east of the second principal meridian "intersects Big Sand creek, thence down the said creek with the meanders thereof to its junction with Bluffwood river, thence down said river with the meanders thereof to where





an east and west line running through the centre of township seven north strikes the north west side of the aforesaid river, thence west with the said line," to the "south west corner of section eighteen in township seven north of range four east" was transferred to Bartholomew County. (Laws of Indiana, 1820-21, pp. 79-80.)

On December 31, 1822, a small portion of Jackson County was attached to Lawrence County. The act provided that "all that part of the county of Jackson, included within the following boundaries, to wit; beginning at the north west corner of section number sixteen, in range two east, in town five north; thence east two miles, to the north east corner of section number fifteen; thence south to the Driftwood Fork of White river; thence down said river to the line which at present divided the counties of Jackson and Lawrence; be ... attached to the county of Lawrence," (Laws of Indiana, 1822-23, p. 27.)

An act of January 31, 1825, defined the county boundaries as follows; "Beginning at Big Sand creek, where the line dividing ranges six and seven, east of the second principal meridian, crosses the same; thence down said creek with the meanders thereof, to its junction with Driftwood Fork of White River; thence down said river with the meanders thereof, to where an east and west line running through the centre of township seven north, strikes the north-west side of the aforesaid river; thence west with the said line, to the northwest corner of section twenty-one in range two east; thence south with said line, to the north-west corner of section sixteen, in town five north; thence east two miles, to the north-east corner



of section number fifteen; thence south with the sectional line, to the Driftwood Fork of White River; thence up said river, with the meanders thereof, to the mouth of Muscatituck river; thence up the last mentioned river to the forks thereof; thence up the South Fork to where the line dividing ranges six and seven crosses the same, and from thence north with said range line to the place of beginning." (Revised Laws of Indiana, 1823-24, pp. 97-98.)

A strip of land was added to the northern boundary of Jackson County by an act of January 16, 1828. The act attached to Jackson all that territory included in the following boundaries; "beginning on the line dividing the counties of Jackson and Bartholomew at a point where the line dividing ranges three and four, east of the second principal meridian intersects the same, thence north with said line three miles to the north-east corner of town seven, thence west with the line dividing towns seven and eight to the line of Monroe county; thence south to the line of Jackson county, thence east to the place of beginning." (Laws of Indiana, 1827-28, p. 15.)

When Brown County was formed February 4, 1836, all that part of Jackson County north of a line beginning at the northeast corner of section 13, township 7 north, range 3 east of the second principal meridian, and running thence with the section line west to the northwest corner of section 16, township 7 north, range 2 east, was transferred to Brown County. This was a strip of territory ten miles long and two miles wide. (Laws of Indiana, 1835-36 (general), p. 52.)

The boundaries of Jackson County were defined by the Legislature of



1842-43. "Beginning at Big Sand creek where the line dividing ranges six and seven, east crosses the same, thence down said creek, with the meanders thereof, to its junction with the driftwood fork of White river, thence down the same to where an east and west line, running through the centre of township seven north, strikes the northwest side of the aforesaid river, thence west to where it crosses the line dividing sections fifteen and sixteen, in range four, thence north with said line to the northeast corner of section sixteen, township seven, range four, thence west to the northwest corner of section sixteen, township seven, range two east, thence south to the northwest corner of section sixteen, in township five north, range two east, thence east to the northeast corner of section fifteen, in the same range and township, thence south to the drift wood fork of White river, thence up said river, with the meanders thereof, to the mouth of the Muscatituck river, thence up the said last mentioned river to the forks thereof, thence up the south fork to where the line dividing ranges six and seven, crosses the same, thence north with said range line to the place of beginning." (Revised Statutes of Indiana, 1842-43, pp. 74-75.)

Jackson County lost a small strip of land to Lawrence County, June 8, 1859. The changed Lawrence County line run as follows; "Beginning at the Northwest corner of Section 4, in Township 6 North, Range 2 East, thence due East to the Northeast corner of Section 3, in Township 6 North, Range 2 East, and running thence directly South to White River." (Lawrence County Commissioners' Record B.)

The first county officers, appointed by the Territorial legislature,





were Joseph Kitchell and John Ketcham, associate judges; John Milroy, clerk and recorder; and Wickliff Kitchell, sheriff. The associate judges served in a double capacity at this time; they constituted a special court for transacting county business as well as a judicial circuit court.

The legislative act forming the county had designated Vallonia as the seat of government until the locating commissioners should select a permanent site. On May 7, 1816, the court, meeting in Vallonia, divided Jackson county into four townships; Jackson, Brownstown, Driftwood, and Flinn. There are twelve townships in the county at the present time; Brownstown, Carr, Driftwood, Grassy Fork, Hamilton, Jackson, Owen, Pershing, Redding, Salt Creek, Vernon, and Washington.

The locating commissioners met at the home of John Ketcham on White River, or Driftwood as it was then named, on the second Monday of February, 1816, to select a permanent seat of justice for Jackson County. They decided on the present site of Brownstown, and the removal was completed the following November. The county was named in honor of Andrew Jackson, the seventh President of the United States.

The first term of circuit court was held in April, 1816, at the home of William Crenshaw in Vallonia. The presiding judge of the circuit was David Rayman.

The first courthouse in the county was built in Vallonia and used only a short time; it was a one-story log house. After the county seat was moved to Brownstown, a two-story log and frame courthouse was constructed. A third courthouse was built in 1823 and served the county for ten years. The next courthouse, completed in 1834, was used until 1870. The fifth courthouse built in that year, was of brick and stone construction and





was remodeled and modernized in 1911 at a cost of 30,000. All four courthouses in Brownstown have been erected on the same site.

During the last few decades the state of agriculture in Jackson County has exhibited certain trends typical of predominantly rural areas.

The small amount of manufacturing carried on includes flour mills, canneries, and furniture factories.

Since 1900 there has been a slow but steady decline in population. The 1930 census shows approximately 24,000 inhabitants. This, however, is true only in the rural areas; the incorporated towns-- Medora, Seymour, and Brownstown show a slight increase.

From 1920 to 1930 the number of farms in the county also decreased along with farm ownership and tenancy. The total acreage cultivated dropped, and there was an increase in the average size of farms in the county. It is also highly significant that the total value of farm land and buildings declined almost one third. These facts would seem to indicate that agriculture was in a depressed condition, and that the drift from rural communities to urban centers, which occurred throughout the United States, had affected Jackson County to some degree.

The years following 1930, however, witnessed a reversal of this process. The figures for 1935 reveal a "back to the land" movement of considerable size and importance. The economic crisis hit the urban resident the hardest, and unemployment in the cities forced many to return to agriculture for a livelihood. The number of farms, farm owners, tenants, and total acres cultivated increased substantially.

There was a slight decrease in the average size of farms. The census



reveals a large number of persons living on farms in 1933 who had not been farm dwellers five years previous to this time. The total value of farm land and building, however, continued to drop. It is now almost half the 1920 figure.

#### SOURCE

LAZENBY, JOHN C. Jackson County Prior to 1850: (Indiana Magazine of History, 10: 256-273).

PENCE, GEORGE, AND ARMSTRONG, MELLIE C. Indiana Boundaries: Territory, state and county. (Indianapolis, Ind., Indiana Historical Bureau, 1933, Pp. 450-471).



Jackson County, with its county seat at Brownstown, is a political subdivision of the State of Indiana for administrative purposes, and holds, therefore, only such powers of local government as have been prescribed by law. Jackson County was organized by an act of the general assembly, effective January 1, 1813 (Acts of Indiana Territory, 1815, pp. 3-4). Its present form of government, as it functions today, is the result of its development under the original constitution of 1816, the present constitution adopted in 1851, and nearly a century and a quarter of legislative action.

The county system of government is an inheritance from England and the American colonies, whence pioneers in Indiana brought their customs and laws. Its beginning in Indiana was by the laws of the Northwest Territory, which provided for a governing body called the board of county commissioners. (Laws of Northwest Territory, Acts 1793, ch. 32, sec. 8.) The administrative duties were executed by the sheriff (ibid., 1788, ch. 2, sec. C), clerk (ibid., ch. 2, p. 11), coroner (ibid., ch. 9, sec. 1), recorder (ibid., 1795, sec. 1, p. 102). Under the laws of Indiana Territory of 1802, the office of county surveyor was established. (Laws of Indiana Territory, 1802, ch. 1, sec. 1.)

In the year 1816, Indiana was admitted to the Union, and the constitution of that year provided for the election in each county of the officers named above. To these were added by legislative enactment in 1817, the office of county treasurer (Acts 1817, ch. 17, p. 116.) The next major change in the county organization occurred in 1841 when the office of the auditor was established. (Acts 1841, ch. 2, sec. 1.)



At the organization of Jackson County, these offices were established under the authority of the laws of the Indiana Territory.

As Indiana developed, there was much dissatisfaction with the Constitution of 1816, but repeated attempts to change it did not succeed until 1851, when a constitutional convention was called to frame a new constitution. This constitution was adopted in 1852, and with some alterations by later amendments, remains the Constitution of Indiana.

Each county has its own individual governmental set-up. Although the Constitution of 1851 forbids special legislation, the general assembly has provided necessary variations for counties, by classification based chiefly on population. Urban and rural areas obviously cannot be governed by the same system or number of officers. Every county has the constitutional offices, but the statutory officers vary greatly in number, powers, and duties. The latter may be compulsory in all counties, or they may be optional and therefore established in only a few instances; others may be authorized in only certain classes of counties, though the class may include but one county.

Since the establishment in each county of a county council in 1899, Indiana stands alone among the States of the Union in having a dual system of county governing boards. Each county is governed by a board of commissioners and a county council. Their duties, with technical distinctions, are enumerated in their proper places below.

From the beginning of the present century a tendency toward centralization of power in the hands of State authorities has taken from the county officials many of their powers and duties and has





greatly lessened the scope of those remaining. In the older fields of finance, roads, and education, the State's supervision has greatly increased, and creation of newer State departments, such as police, food and fire inspection, and public welfare, has caused heavy erosion of local responsibility and control.

#### Present Administration

The Constitution of 1851 provides for the election of a clerk of the circuit court, who keeps the records of the proceedings of all the courts in the county; an auditor, who keeps records of county financial matters and records dealing in real property and the estates of private citizens; a recorder, whose duties are to keep a record of every conveyance or other instrument entitled and required by law to be recorded; a treasurer, who receives all money coming to the county and keeps a record of same; a sheriff, who is conservator of the peace and who carries out court orders; a coroner, who investigates violent deaths and those of suspicious circumstances; and a surveyor, who prepares plans and specifications for the improvement of public works, and establishes boundaries for public and private lands and since 1933 has had charge of drainage systems. (Ind. Const., art. 6, sec. 2). The constitution provides for two other officers--circuit judge and prosecuting attorney--who legally are a part of the circuit, which may include one or more counties. Since the adoption of the constitution, the general assembly has prescribed the establishment of additional departments.

The present leading governing body of the county is the board of commissioners, often called the "county board", elected for a term of



three years. The board provides buildings to house county business, furnishes public squares and grounds, audits the accounts of county officers who handle money, changes boundaries of townships as it sees fit, and is charged with the maintenance of county roads and highways. (1 Ind. Rev. Stat., 1852; Burns' Ind. Stat. Ann. 1953, Sec. 26-001.)

The board is also charged with many specific duties authorized by statutes and are either mandatory or optional.

Another governing body is the county council, created in 1899, by statute, to act as a check upon the board of county commissioners by controlling the finances of county government. This council consists of seven members who are elected for a term of four years. One member is elected from each councilmanic district by the citizens of the district and three members are elected at large from the county. The county auditor acts as clerk of the council. The council has power to fix certain tax rates, the exclusive right to make appropriations out of the county treasury, and the exclusive right to authorize the borrowing of money for the county. (Acts 1899; Burns' Ind. Stat. Ann. 1953, Sec. 26-501, 26-502, 26-515, 26-532.)

In 1873, by legislative enactment, the office of county superintendent of schools was created. The superintendent is elected by the township trustees and serves for a term of four years. His duties are specifically set out in the statutes, and he is under the jurisdiction of the State board of public instruction. (Acts 1873, 1899; Burns' Ind. Stat. Ann. 1953, sec. 23-702.)

By an act of 1873, a county board of education was created. The board consists of the county superintendent of schools, the township



trustees, and the chairman of the school trustees of each city and town of the county. The duties of the board are to consider the general wants and needs of the schools and matters relating to the purchase of school furniture, books, maps, charts, etc. (Acts 1873; Burns' Ind. Stat. Ann. 1953, Sec. 28-301.)

An act of 1891 created the office of health commissioner, who is elected by the county commissioners to serve for a term of four years. It is his duty to safeguard the health and to promote sanitary systems for the citizens of the county. He is also required to keep records of contagious diseases, births, deaths, and marriages. (Acts 1891; Burns' Ind. Stat. Ann. 1953, Sec. 35-103.)

By an act of 1891 the office of county assessor was created. The assessor is elected for a four-year term. His duties are to assess omitted real and personal property, to instruct the township assessors, to carry out the orders of the State tax board, and to act as president of the county board of review. (Acts 1891; ch. 99.)

An act of 1891 created the county board of review, whose members consist of the county assessor, county auditor, and county treasurer. (Acts 1891; ch. 99.) This act was amended in 1919 to include two freeholders of opposite political parties as members of the board. The duty of this board is to equalize unfair assessments on real and personal property. (Acts 1919; Burns' Ind. Stat. Ann. 1933, Sec. 64-1301.)

In 1907, a legislative act created a county board of finance, consisting of the board of county commissioners. The county auditor acts as secretary. This board has the custody of the county funds and selects the depositories. (Acts 1907; Burns' Ind. Stat. Ann. 1933,





Sec. 61-606, 61-607.) The general assembly of 1936 repealed this act and in the same session revived it as part of the depository act, reestablishing the board of finance practically unaltered. (Acts 1935; Burns' Ind. Stat. Ann. 1936 Supplement, Sec. 61-606, 61-623 to 61-639.)

By an act of 1913, the legislature made provisions for the creation of the office of agricultural agent, legally termed county agent, but commonly referred to by the descriptive name. Inasmuch as the agent of the State in the sale of State lands originally was called the county agent, the popular term is used here. The act provides that this office may come into existence whenever a certain number of residents of the county shall petition therefor. The appointment is made annually by Purdue University and ratified by the county board of education. Upon proper petition, this office was established in Jackson County, May 1, 1915. The duties of the county agent are to disseminate information for the promotion and advancement of agriculture, horticulture, and domestic science. (Acts 1913; Burns' Ind. Stat. Ann. 1933, Sec. 28-4911.)

By an act of 1951, the office of home demonstration agent was created, whose work is supplemental to the office of the agricultural agent. (Acts 1951; Burns' Ind. Stat. Ann. 1933, Sec. 28-5627.)

The office of superintendent of highways, established in 1913, was abolished by an act of 1933, and the office of highway supervisor authorized. The surveyor by virtue of his office serves as highway supervisor. He has general supervision of all county highways, roads and bridges. (Acts 1933; Burns' Ind. Stat. Ann. 1933, Sec. 36-1110.)

In 1953 the legislature created a county board of tax adjustment. The board consists of one member of the county council, selected by the





council, and six members appointed by the judge of the circuit court. This board has the power, as it deems necessary, to revise, to change or reduce, but not to increase any tax levy or any corresponding items of the budget on which the tax levies are based. (Acts 1933; Burns' Ind. Stat. Ann. 1933, Sec. 64-304.)

The county board of public welfare was created by an act of 1936. The board consists of five members appointed by the circuit court to serve for a term of four years. The board is charged with the administration of assistance to dependent children in their own homes, to aged persons, and to all those who are otherwise handicapped. (Acts 1936; Burns' Ind. Stat. Ann. 1936 Supplement, Sec. 52-1117.)

#### Judicial

The judicial system of Jackson County, as of other Indiana counties, is prescribed by the State Constitution and the subsequent legislative enactments of the Indiana General Assembly. The Constitution authorized and directed the general assembly to divide into judicial circuits the whole State as the need arose. Jackson and Lawrence Counties form the fortieth circuit, established in 1911. (Acts 1923; Burns' Ind. Stat. Ann. 1933, Sec. 4-352.) The Constitution further provides for the election of a judge and a prosecuting attorney for each circuit, and for a clerk for each county within a circuit. (Indiana Const., Art. 6, Sec. 2; Art. 7; Sec. 9-11.) The circuit court has jurisdiction in all criminal, civil, probate, and juvenile cases, and hears appeals from lower courts.

In 1852, by a legislative act the court of common pleas was created, with limited jurisdiction. The court continued in existence until it was



abolished by an act of the legislature in 1873. In earlier times, the common pleas court was a subdivision of the circuit court for certain cause, and had no independent existence. (Acts 1852.)

### Records System

The establishment of each of these offices caused the beginning of separate records as prescribed by the general assembly under the provisions for each respective office. In many of the smaller offices no permanent records have been kept; therefore no survey could be made. Jackson County followed its own form of accounting until, in 1909, the legislature established the State board of accounts, which formulates, prescribes, and installs systems of accounting and reporting which are uniform for every public office of the same class. (Acts 1909; Burns' Ind. Stat. Ann. 1935, Sec. 6-202.) Under this law some of the records were combined to eliminate separation, duplication, and overlapping. The law also permits the use of bound loose-leaf records in almost all cases where the records are typed. The quality of the paper and ink and the binding and rebinding practices are left to the judgment of the board of county commissioners, except that a good quality is required.

Whenever it may be necessary for the preservation of the records of any office from mutilation, the board of county commissioners issues an order directing the officer in charge to copy and transcribe the records for preservation. (Acts 1888; Burns' Ind. Stat. Ann. 1935, Sec. 26-634.)

In 1925 a law was passed permitting county officials, at their discretion, to turn over to the State archives bureau for permanent



preservation, any official books, records, documents, official papers, newspaper files, or printed books and material not in current use in their offices. (Acts 1925; Burns' Ind. Stat. Ann. 1933, Sec. 63-320.)

This law is optional and has been ineffectual. County officials are loath to part with records, even when no longer used and in spite of lack of storage space, for fear of a possible call for them. Consequently, they have only occasionally availed themselves of this provision for permanent preservation of their old records.



A CHART OF JACKSON COUNTY GOVERNMENTAL ORGANIZATION







PEOPLE  
(COUNTY)

VOTERS

TOWN  
(TRUST)

Sheriff

Coroner

Prosecuting  
Attorney

Recorder

Superior  
Highway  
Supervisor

Justice  
of the  
Peace

County  
Clerk

County  
Auditor

County  
Treasurer

County  
Commissioner

County  
Council

Circuit  
Judge

Clerk

Board of  
County  
Commissioners

Auditor

Treasurer

Assessor

Health  
Commissioner

Board of  
Public  
Welfare

Board of  
Trust  
Administration

Health  
Commissioner

Board of  
County  
Commissioners

Auditor

Treasurer

Assessor

Board of  
Education

Board of  
Review

Board of  
Public  
Welfare

Board of  
Trust  
Administration

Health  
Commissioner

Board of  
County  
Commissioners

Auditor

Treasurer

Assessor

Board of  
Education

Board of  
Review

Circles represent individual officers.

Squares represent agencies in board form.

Solid lines are lines of election or appointment. Broken lines indicate ex-officio relationship. All lines should be read downward.

Auditor, Treasurer, Surveyor, Recorder, Clerk of Court, Coroner, Sheriff, Prosecuting Attorney, Assessor, Board of Commissioners, Council, and Judge of Circuit Court -- all elected by voters.

Board of Public Welfare	-- Appointed by judge, circuit court.
Highway Supervisor	-- By virtue of his office, the county surveyor acts in this capacity.
Health Commissioner	-- Elected by board of commissioners.
Board of Finance	-- Consists of county commissioners, with the auditor as secretary.
Board of Review	-- Composed of assessor as president, auditor as secretary, treasurer, and two freeholders of county appointed by judge of circuit court.
Board of Tax Adjustment	-- Composed of one member of the county council, a township trustee, the mayor, a member of school board, and three resident freeholders appointed by judge of circuit court.
Board of Education	-- Composed of township trustees of Jackson County, the county superintendent of schools, and the chairman of the school trustees of each city or town in Jackson County.
Superintendent of Schools	-- Elected by township trustees.
Agricultural Agent	-- Appointed by Purdue University with approval of county board of education.



Jackson County courthouse in Brownstown, a two-story brick building, was built in 1870. In 1911 it was thoroughly remodeled, taking its present form--that of a large building extending 120' in length, 80' in width, with a clock tower above the main entrance, rising nearly 30' higher. The building is of fireproof construction, and approximately 75% of the records are housed in fireproof vaults. Two record storage rooms are located in the basement. The offices of the commissioners, the clerk, the recorder, the sheriff, the auditor, the treasurer, and the home demonstration agent are located on the first floor, and the offices of the superintendent of schools, the board of public welfare, the surveyor, the highway supervisor, and the agricultural agent are located on the second floor.

#### Commissioners

The commissioners' court room, measuring 50' by 30' by 14', is located on the first floor. In this room, which is well lighted, both naturally and artificially, and well ventilated, are 10' of bound volumes and 5' of unbound records in file boxes 6" deep and in a steel filing cabinet. Ample space for additional shelving, which is needed, is available. Providing good accommodations for users of the records, this room houses 29% of the commissioners' records. In the auditor's private office are 30% of the commissioners' records; in the auditor's vault, 40%; and in basement room 1, 1%.





## County Council

Records of the county council are housed in the auditor's vault (q. v., infra).

## Clerk

The clerk's office is located on the first floor and consists of a main office, a private office, a record room, and a vault. The three rooms first named have wood floors, plaster walls, and metal ceilings; the vault has a concrete floor, brick walls, and metal ceiling. All four rooms are well lighted, well ventilated, and clean--with the exception of the vault, in which ventilation is only fair--with a moderate quantity of dust present. The vault furnishes sufficient accommodations for users of the records; accommodations in the other rooms, however, are good. In the main office which measures 50' by 30' by 14', 12' of steel shelving in a cabinet are entirely occupied by bound volumes; in the private office, which measures 13' by 12' by 14', are 2' of bound volumes on a table; in the record room, 6' greater in length and width than the private office, are 95' of bound volumes, 83' of which are housed on shelving and the remainder on tables; and in the vault, measuring 16' by 10' by 12', are 90' of bound volumes and 12' of unbound records in file boxes 4" deep, housed on 58' of shelving and a table. In all these rooms construction of additional shelving for which space is available is necessary to meet the present needs. Distribution of the records in these rooms is as follows: in the main office, 10% of the clerk's records; in the private office, 2% of the clerk's records; in the record room, 40% of the clerk's records and 20% each of the records of the sheriff and the recorder; and in the vault 48% of the clerk's records and 30% of the sheriff's records.





### Recorder

The recorder's record room, adjoining his office on the west side of the courthouse, houses 80% of his records. The record room, measuring 30' by 20' by 14', has a wood floor and plastered ceiling and walls, and is well ventilated, well lighted, and clean. On 190' of shelving are 190' of bound volumes, but space is available for the installation of additional shelving. Users of the records are furnished with satisfactory accommodations in this room. The other 20% of the recorder's records are housed in the clerk's vault.

### Sheriff

On the south side of the first floor is the sheriff's office, a well lighted and well ventilated room, which measures 13' by 12' by 14'. Having a wooden floor, plaster walls, and plaster ceiling, the room is in good condition and provides adequate accommodations for persons consulting the records. Records housed here consist of 5' of bound volumes on a desk and 2' of unbound records in a filing cabinet; these comprise 50% of the sheriff's records. Of the remaining 50% of the sheriff's records, 20% are housed in the clerk's record room and 30% in the clerk's vault.

### Auditor

Three rooms--a main office, a private office, and a vault--on the northeast corner of the first floor, are occupied by the auditor and house most of his records, as well as those of several other offices. Clean, well ventilated, and well lighted, the rooms have wood floors--



except the vault, whose floor is concrete--and plaster walls and ceilings. The main office measures 40' by 23' by 14'; the private office measures 20' by 18' by 14'; and the vault is narrower than the private office by 4'. Housed in the main office are 25% of the auditor's records, 50% of the records of the board of review, and 10% of the records of the board of finance, all of which consist of 20' of bound volumes on wood shelving and an undetermined amount of unbound records in steel filing cabinets; all available space has been utilized, and none is left for expansion. Two feet of bound volumes on a table and an undetermined amount of unbound records in file boxes 24" deep, are housed in the private office; these are 13% of the auditor's records and 30% of the commissioners' records. Space is provided for the construction of shelving, which is needed. In the vault, shelving is entirely occupied by 125' of bound volumes and an undetermined amount of unbound records in 419 file boxes 14" deep, no space being left for expansion. In the vault are 60% of the records of the auditor, all the records of the county council, 90% of the records of the board of finance, 50% of the records of the board of review, 40% of the records of the commissioners, and 30% of the records of the assessor. Accommodations provided for users of the records in the main and private office are good; in the vault they are only fair. The remaining records of the auditor--2% of the whole--are kept in basement storage room 1.

#### Assessor

Of the assessor's records, 30% are housed in the auditor's office, 10% in the treasurer's ante room, and 60% in basement storage room 2 (q. v., auditor, supra; treasurer and basement storage rooms, infra).



## Board of Review

Records of the board of review are housed auditor's main office and vault (q. v., supra).

## Board of Tax Adjustment

All records of the board of tax adjustment are housed in the auditor's vault (q. v., supra).

## Board of Finance

The records of the board of finance are kept in the auditor's main office and vault (q. v., supra).

## Treasurer

The treasurer's office and ante room, the former measuring 50' by 40' by 14' and the latter 12' by 8' by 14', are located at the northwest corner of the first floor. Both have wood floors and plaster walls and ceilings, and both are clean, and well lighted. Ventilation in the office is good, but in the ante room it is rather poor. The office furnishes excellent accommodations for users of the records, but none are furnished in the ante room. Fifteen per cent of the treasurer's records--3' of bound volumes and one file box 14" deep filled with unbound records--are housed in the office, in which additional shelving can be installed. In the ante room, wood shelving is completely occupied by 35' of bound volumes, allowing little space for expansion. The records in the ante room comprise 5% of the treasurer's records and 10% of the assessor's records. The other 80% of the treasurer's records



are housed in the basement storage rooms--75% in room 1, and 1% in room 2.

### Board of Education

Records of the board of education are kept by the superintendent of schools and are housed in his office (q. v., infra).

### Superintendent of Schools

The office of the superintendent of schools, on the northwest corner of the second floor, is moderately sized room, measuring 20' by 13' by 14', which is constructed with a wooden floor and plaster walls and ceiling. Ventilation and lighting in this office are good; it is equipped with 20' of shelving which is completely occupied by bound volumes. Unbound records--an undetermined quantity--are housed in 36 file boxes and 66 file drawers, both 14" deep. Satisfactory accommodations are provided for users of the records. Fifty per cent of the records of the superintendent of schools are housed here and 50% in basement storage room 1.

### Health Commissioner

In the professional office of the incumbent in a building on Ewing Street in Brownstown, are housed 10% of the records of the health commissioner. Measuring 10' by 10' by 12', the office has a wooden floor and plaster ceiling and walls. Good ventilation and lighting and good accommodations for users of the records are provided here. The records, 3' of bound volumes, are housed on shelving, leaving some space for expansion. The jury room, on the west side of the second floor of the courthouse, contains 90% of the records. This room, measuring







10' by 15' by 15', but otherwise similar to the office, is equipped with 15' of shelving, carrying 10' of bound volumes.

### Board of Public Welfare

At the northeast corner of the second floor is a room, measuring 20' by 15' by 8', which houses the office of the board of public welfare. All the records of the board are housed in this room, which has a composition floor, plaster walls, and plaster ceiling, and is well ventilated and well lighted. Shelving in a steel cabinet houses 1' of bound volumes, leaving 2' of shelving unoccupied. Accommodations furnished in this room for users of the records are satisfactory.

### Surveyor

The surveyor, who also has supervision of the county highways, occupies an office, measuring 18' by 15' by 14' and well ventilated and well lighted, on the second floor. Constructed with a wooden floor and plaster ceiling and walls, the room is in good condition; it is equipped with 5' of shelving completely occupied by bound volumes and allowing no space for expansion. Forty five per cent of the surveyor's records are housed here. The remaining 55% of the records are housed in the resettlement office, a room measuring 18' by 15' by 14' and similar in other respects to the surveyor's office. Housed here are 6' of bound volumes on a table. In both offices excellent accommodations are furnished users of the records.



### Agricultural Agent

The office of the agricultural agent is located on the southeast corner of the second floor; the office of his assistant, the home demonstration agent is located on the first floor; and in these two offices, both of which have plaster walls and ceilings and are well ventilated and well lighted, are housed all the records of the agricultural agent. The agricultural agent's office, whose dimensions are 20' by 15' by 8', has composition flooring, and the home demonstration agent's office whose dimensions are 35' by 25' by 18' has wood and concrete flooring. In the former are housed 2' of unbound records in a filing cabinet; in the latter, 3' of unbound records in a filing cabinet. Sufficient space for expansion is available in the former office and none at all in the latter. Adequate accommodations for users of the records are provided both in the agricultural agent's office, which houses 40% of his records, and in the home demonstration agent's office, which houses the other 60%.

### Basement Storage Rooms

Two rooms in the basement house the old records of many offices. Located directly under the treasurer's office, storage room 1, measuring 50' by 30' by 10', houses 79% of the treasurer's records, 50% of the records of the superintendent of schools, 2% of the auditor's records, and 1% of the commissioners' records. The concrete floor, stone walls, and unfinished ceiling of this room are in good condition, but its ventilation is only fair, its lighting is poor, and it is rather dusty and damp. On wooden shelving are 100' of bound volumes; the shelving is



filled, but space for additional shelving is available. Storage room 2, whose dimensions are 60' by 50' by 10', has a sand floor, brick walls, and unfinished ceiling. These are in poor condition, and the room is poorly lighted, poorly ventilated, dusty, and damp. No shelving has been installed in this room, and 150' of bound volumes are lying on the floor. These volumes comprise 60% of the assessor's records and 1% of the treasurer's records. No accommodations are provided in either room for users of the records.

### Review

Additional shelving is necessary in many offices, but this, which would seem to present a series of individual problems, resolves itself into but one problem--a problem, moreover, whose solution is not difficult. This problem is that of improving conditions and constructing adequate shelving in the basement storage rooms; for if this is accomplished, the pressure on individual offices can be lightened by removing old records to the storage rooms. These two rooms are large in size and offer practically unlimited space for the installation of shelving, but the primary undertaking, if this plan is adopted, is the improvement of general conditions there. This, then, is the problem with what appears to be, keeping the general situation in mind, the most satisfactory solution. It is believed that no other expedient would relieve the crowding in all offices at such a relatively small expense.



The Style Manual of the United States Government Printing Office is the authority followed herein.

alph.	alphabetical or alphabetically
ann.	Annotated
art.	article
arr.	arranged
aver.	average
bdl.	bundle
Bldg.	Building
ch.	chapter
chron.	chronological or chronologically
C. C.	County Courthouse
Const.	Constitution
hdw.	handwritten
ibid.	ibidem (same reference as that immediately foregoing)
Ind.	Indiana
ne.	northeast
no., nos.	number, numbers
nw.	northwest
off.	office
p., pp.	page, pages
q. v.	quod videlicet
Rev. Stat.	Revised Statutes
rm.	room





sec.	section
se.	southeast
stat.	statutes
stg.	storage
sw.	southwest
tnp.	township
U. S.	United States
vol., vols.	volume, volumes
vt.	vault

Other abbreviations in common use are occasionally used.

#### Explanation to Inventory

The inventory of the records of each bureau is preceded by an explanatory section, giving legal status and functions of each.

Each entry has two parts, or paragraphs: Title and description. Occasionally an entry will have a cross-reference paragraph.

#### I. The title consists of:

1. Entry number. The entries are numbered consecutively within the county.

2. Titles in capitals, enclosed in parentheses, are supplied by the Historical Records Survey, because either the volume or file has no title or an incorrect one. Words in capitals and lower case, enclosed in parentheses, are supplementary to the title, where it is necessary to explain the type of records more fully.

3. Period covered by the record, showing beginning and ending dates. A dash in place of an ending date denotes a continuous open record.



4. Quantity.

5. Markings, if a series or a part of a series. Where the entry consists of one volume, the marking is omitted.

6. Variation in numbering.

7. Missing volumes.

8. Variations in title.

II. The description consists of:

1. A complete description of the record, its contents, and its purpose, with a resume of the column headings or subjects treated.

2. Method of arrangement or indexing.

3. Nature of recording.

4. Condition. Unless good or excellent, in which case, it is omitted.

5. Number of pages, averaged for a series.

6. Size, averaged for a series, is given in inches unless otherwise specified; hence the inch sign is omitted.

7. Location.

III. Cross references made to other entries.

1. For records which have a separate index.

2. For records having earlier or later recordings under a different title or type of record.

3. For records for which additional information may be found in other entries.



The board of commissioners is a statutory body comprising three members elected for a term of three years. Elections are so arranged that one member shall retire each year. The county is divided into three districts from each of which one member must be elected by all the voters in the county. (1 Ind. Rev. Stat. 1852; Acts 1929; Burns' Ind. Stat. Ann. 1933, 26-601, 26-602, 26-603.)

Jackson County has had a board of commissioners from its creation, as provided for in the Constitution of 1816 and the Constitution of 1851.

The inception date of this office in Jackson County is 1816. All records of this office are located in the courthouse.

The board was intended to be the administrative and executive head of the county. Its powers were extensive and often abused. In 1899 the county council (q. v.) was created as a check upon the commissioners in fiscal matters. (Acts 1899; Burns' *ibid.*, 26-501, 26-515, 26-529, 26-532, 26-533.)

The board of commissioners is a corporate body with powers to sue and be sued, and possessing duties, rights, and powers incident to corporations (1 Ind. Rev. Stat. 1852; Burns' *ibid.*, 26-606). It meets in regular session every month on the first Monday and in special sessions as called by the county auditor, its ex-officio clerk (Acts 1863; Burns' *ibid.*, 26-607).

Its principal functions are: Control of county property, allowance of claims against county (1 Ind. Rev. Stat. 1852; Burns' *ibid.*, 26-620), letting of county contracts, supervision of contracts of maintenance of roads and bridges (Acts 1905; Burns' *ibid.*, 26-1501), and the preparation of annual budget estimates. (Acts 1899; Burns' *ibid.*, 26-516.)



It appoints many county officials and exercises the right of eminent domain (Acts 1899; Burns' *ibid.*, 26-2101 to 26-2106). Other powers, in specific instances, have been conferred upon the board by the legislature; chiefly, abolition or change of township or precinct boundary lines (Acts 1859; Burns' *ibid.*, 26-701), establishment of libraries (1 Ind. Rev. Stat. 1852; Burns' *ibid.*, 41-5021) and hospitals (Acts 1903; Burns' *ibid.*, 22-5201), payment of bounties, offering of rewards (Acts 1875; Burns' *ibid.*, 26-1101), and aid to war veterans.

The commissioners, by virtue of their office, were constituted a board of turnpike directors, by an act of 1879, for the management and control of all free turnpikes in the county. Each director had personal supervision of one district. Their powers are to appoint suitable persons to supervise the work of repairs; contract for labor and materials; enter upon lands to take gravel, and to give certificates of payment; and to appoint a clerk of the board (Acts 1879, p. 286). An act of 1905 made the county auditor the clerk of the board. (Acts 1905, pp. 521-279.)

This board was abolished in 1913, and the highways were placed in charge of a superintendent of highways appointed by the commissioners. (Acts 1913, ch. 330, sec. 1, p. 377.)

This office was likewise abolished twenty years later, and supervision of highways was transferred to the surveyor (q. v.), in case the commissioners have not appointed a highway supervisor (q. v.). (Acts 1933; Burns' *ibid.*, 36-1101 to 36-1109.)





## Court Proceedings and Reports

## 1. COMMISSIONERS' RECORD, 1816--. 26 vols. (1-26).

Record of meetings and proceedings of commissioners' court, showing case, date filed, name, kind of action, proceedings of board, date allowed or dismissed, and amount. No index. 1816-1903, hdw.; 1903--, typed. 550 pp. 18 x 12 x 5. 25 vols., 1816-1927, auditor's vt.; 1 vol., 1927--, auditor's off.

## 2. COMMISSIONERS' DOCKET, 1851-1924. 17 vols. (1-17).

Record of cases filed before the commissioners' court, showing case no., date of filing, name of parties, proceedings of court, and kind of action. No index. Hdw. on printed form. 450 pp. 18 x 13 x 5. 1 vol., 1851-1853, auditor's vt.; 15 vols., 1853-1923, commissioners' rm.; 1 vol., 1923-24, auditor's off.

For later records, see entry 1.

Bond Issues

## 3. BOND RECORD, 1899-1933. 4 vols.

Record of bonds sold to raise money for county improvements, showing no. of bond, dates of bonds, for what purpose issued, to whom issued, amount of bond, date of maturity, rate of interest, payable annually or semi annually, and principal and interest. No index. Hdw. 200 pp. 18 x 18 x 1. Auditor's record rm.

## 4-5. GRAVEL ROAD BONDS, 1926-1933. 18 file boxes. (1930-1933, missing.)

Bonds sold to people to obtain money for improvements of gravel roads in county, showing twp., amount of bond, date, bond no., and auditor's



Court Proceedings and Reports-- (cont. from pg. 118)

signature. No index. 5 x 5 x 12. 2 file boxes, 1935, auditor's off.;  
16 file boxes, 1926-1930, commissioners' rm.

Petitions

## 6. ROAD RECORDS, 1848-1935. 5 vols. (1-5).

Record of petitions to commissioners for county road and road repairs,  
showing commissioners' decisions, date, petition, reviews, and signatures  
of commissioners. Indexed alph. by name of petitioner. 1848-1903, hndr.;  
1903-1935, typed. 500 pp. 18 x 13 x 3. Auditor's vt.

Requisitions, Bids, and Contracts

## 7. BIDDERS' RECORDS, 1935--. 1 vol.

Record of bids for county improvements or supplies, showing date,  
bidder's name, type of improvement, to whom awarded, amount, plans  
and specifications of materials to be used, description of improvement,  
and location. No index. Hdw. 300 pp. 18 x 14 x 2. Auditor's off.

## 8. ADVERTISEMENTS, 1816-1914. 2 file boxes. (1848-1914, missing.)

Advertisements of road petitions and of calls and bids on building roads, showing  
date, material needed, location of improvement, petitioners' names, and  
auditor's signature. No index. 14 x 12 x 2. Auditor's vt.

## 9. SUPERINTENDENT'S REPORTS, 1828--. 10 file boxes.

Record of bids of companies for road repair, and the needs of each road  
worked upon, showing date, name of bidder, distributor, amount of bond,  
and signature of notary public. No index. 4 x 14 x 12. Auditor's vt.



Court Proceedings and Reports--Requisitions, Bids, and Contracts (continued)

10.. BRIDGE PAPERS, 1894-1926. 6 file boxes.

Record of specifications and contracts for building bridges in county, showing approximate cost, name of contractor, name of bridge, location, description, specifications, plans, kind of material, names of sureties, and dates. No index. 4 x 14 x 12. Auditor's vt.

Claims and Allowances

11. CLAIM AND ALLOWANCE RECORD, 1857--. 7 vols. (1-3, and 2 vols. not numbered).

Record of claims allowed for the different expenses of the county through commissioners' court, showing claim no., date filed, in favor of whom, purpose for which appropriated, amount of claim, amount allowed, and remarks. No index. Edw. on printed form. 450 pp. 18 x 13 x 3. 5 vols., 1857-1932, auditor's vt.; 1 vol., 1916-1920, commissioners' court rm.; 1 vol., 1932--., auditor's off.

12-13. CLAIMS, 1914--. 95 file boxes. (Prior to 1914, missing.)

Record of all claims for bills owed by the county, presented to the commissioners for allowance, showing kind of account, salaries, supplies, material, date, amount, and signature of commissioners. No index.

4 x 12 x 10. 48 boxes, 1917-19--., commissioners' off.; 45 file boxes, 1914-1931, auditor's vt.

14. COMMISSIONERS' COURT, 1840-1925. 98 file boxes.

Record of all claims sent to commissioners for allowance or disallowance, showing date, amount of claim, claimant's name, and condition. No index.

4 x 14 x 12 Auditor's vt.



Court Proceedings and Reports--Claims and Allowances (continued)

## 15. INSANITY, 1917--. 3 file boxes.

Record of people declared insane and sent to hospital, showing date entered hospital, medical examination, medical attendant's claim, and total fees. No index. 12 x 6 x 6. Auditor's off.

For other record, see entry 47.

## 16. OLD AGE PENSIONS, 1935-1935. 1 vol.

Record of all applications for old age pensions, showing need of pension, allowed or not allowed, amount, date, name of applicant, address, age, color, and sex. Indexed alph. by name of applicant. Typed on printed form. 450 pp. 13 x 13 x 4. Auditor's off.

For other records, see entries 201-205.

Roads, Bridges and Ditches

## 17-18. GRAVEL ROAD, 1885-1931. 53 file boxes.

Record of reports of the engineer, giving repair need, and expenses of gravel roads, showing amount, location, dates, and to whom paid. No index. 14 x 12 x 4. Auditor's vt.

## 19. ROAD FUNDS, 1885-1903. 16 file boxes.

Record of money raised by taxes for the building and repairing of roads, showing amount, date, and location of roads. No index. Hdw. 10 x 6 x 4. Treasurer's off.

## 20. TURNPIKE DIRECTOR'S RECORD, 1887-1913. 2 vols.

Record of claims and allowances made to the road commissioners for upkeep of roads, and a detailed record of county board, showing date, amount allowed, purpose of allowance, and appointment of road superintendents. No index. Hdw. 400 pp. 18 x 13 x 5. 1 vol., 1887-1900, auditor's vt, 1 vol. 1900-1913, commissioner's vt.





Court Proceedings and Reports--Roads, Bridges, and Ditches(continued)

21. BOARD OF TURNPIKE DIRECTORS, 1889-1907. 9 file boxes.

Record of appropriations for the repair of gravel roads of county, showing amount, kind of improvement, director's names, and date. No index. 14 x 12 x 4. Auditor's vt.

22. DITCH REPAIR, 1882-1934. 9 file boxes.

Reports on county ditches to be repaired, showing location by twp., and names of parties in making report, and date. No index. 14 x 12 x 4. Auditor's vt.



In 1899 the legislature created the county council. This council consists of seven members who are elected for a term of four years and must be resident freeholders of the county. One member is elected from each of the four councilmanic districts by the voters of the district and three members are elected by the voters of the county at large. The council elects its own president and the auditor acts as its clerk. The sheriff is required to execute the orders of the council. (Acts 1899; Burns' Ind. Stat., Ann. 1933, 26-501 and 2, 26-509, 26-515, 26-532.)

The inception date of this board in Jackson County is 1899. All records are located in the courthouse unless otherwise stated.

The regular annual meeting is held on the first Tuesday after the first Monday of September for the purpose of fixing the tax rate and adopting the budget, and continues from day to day until its business is completed. Special meetings may be called by the auditor or a majority of the members. Sessions must be public. Although a majority of the council constitutes a quorum, the passage of ordinances requires a majority of all members; and extraordinary majorities are required by law in certain instances; a three-fourths' vote to increase or insert an item in the budget estimates submitted by the county agencies through the auditor; a two-thirds' vote to make additional appropriations at special meetings.

The power of fixing the tax rate where it is not fixed by law, is vested exclusively in the council, likewise the power of making appropriations of money to be paid out of the county treasury (Acts 1899; Burns' 1933 Stat., 26-515).



The council passes on all budget estimates submitted by county officials (Acts 1899; Burns' Ind. Stat. Ann. 1933, 26-521), as well as emergency appropriations (Acts 1899, 1907, 1913; Burns' Ind. Stat. Ann. 1933, 26-521).

The council has the exclusive power to authorize the borrowing of money for the county and the issuing of bonds (Acts 1899, 1921, 1929; Burns' Ind. Stat. Ann. 1933, 26-552). No sale or purchase by the county of real estate of the value of \$1,000 or more shall take place without authorization of the council (Acts 1899; Burns' Ind. Stat. Ann. 1933, 26-554).

23. COUNTY COUNCIL AND TAX ADJUSTMENT, 1899--. 1 vol.

Record of meetings, showing minutes, and proceedings of board of tax adjustments. No index. Arr. chron. Hdw. 500 pp. 18 x 14 x 3. Clerk's rm.

24. COUNTY COUNCIL, 1907--. 8 file boxes.

Record of appropriations for salaries, and expenses for each office. No index. 4 x 14 x 12. Auditor's vt.



### III. Clerk

The clerk of the circuit court, commonly referred to as "county clerk", is a constitutional officer, elected for a four-year term, and not entitled to hold office more than eight years of any twelve-year period. (Indiana Const., art. 6, sec. 2; Burns' Ind. Stat. Ann. 1933, 49-2701.)

The inception date of this office in Jackson County is 1616. All record of this office are located in the courthouse.

Elected as clerk of the circuit court, the incumbent of the office also serves, by statutory provisions, as clerk of any and all county courts and as such is required to keep a set of dockets and records for all courts. (2 Ind. Rev. Stat. 1852; Burns' *ibid.*, 49-2706.)

In addition to his court duties, numerous other duties are imposed upon the clerk by statute. He serves ex officio as registration officer for the county and as a member of the various county election boards (Acts 1933; Burns' *ibid.*, 29-306). In discharging his election duties he is required to keep records of all elections in the county (Acts 1905; Burns' *ibid.*, 29-1404), issue certificates of election to successful candidates (Acts 1881; Burns' *ibid.*, 29-1501), and act as clerk to the commissioners appointed by the circuit court to make a recount in contested elections (Acts 1881 Special Session; Burns' *ibid.*, 29-2103).

Other important duties of the clerk are the issuance of marriage licenses (Acts 1852; Burns' *ibid.* 44-201); of professional licenses; physicians' (Acts 1897; Burns' *ibid.*, 63-1302), dentists' (Acts 1913; Burns' *ibid.*, 63-506), optometrists' (Acts 1907; Burns' *ibid.*, 63-1000), veterinarians' and nurses' (Acts 1905; Burns' *ibid.*, 63-903) licenses;





hunting, fishing, and trapping licenses; business licenses such as poultry dealers (Acts 1917; Burns' *ibid.*, 48-1407), junk dealers (Acts 1905; Burns' *ibid.*, 42-703), petty money lenders, and permits to carry firearms (Acts 1925; Burns' *ibid.*, 10-4721). He approves the bonds of county officers (Acts 1852; Burns' *ibid.*, 29-105), and approves and files the bonds of notaries (Acts 1852; Burns' *ibid.*, 49-3503). He is required to keep a record of firm and partnership certificates (Acts 1909; Burns' *ibid.*, 50-201), insurance agents' certificates, and he also records many legal instruments.

## Elections

### Voters

25. REGISTER OF INTENTIONS TO HOLD RESIDENCE, 1890-92. 1 vol.  
Record of parties intending to maintain their residence in the county, showing date of notice, name, address, and age of elector, ward, and no. of precinct. No index. Hdw. 200 pp. 16 x 12 x 2. Clerk's vt.

26. REGISTRATION OF VOTERS, 1936--. 110 vols.  
Record of persons registered in county, showing name, age, address, residence in State, township, and ward, naturalization, place of birth, signature of voter, and witness. Indexed alph. by twp. or city.  
Hdw. 200 pp. 14 x 12 x 2. Clerk's off.

### Returns

27. ELECTION RECORD, 1890-1935. 3 vols.  
Record of election returns, showing name of nominee, and votes cast for each. No index. Hdw. 400 pp. 16 x 14 x 2. Clerk's rr.



Official Bonds  
(See also, entries 156-159).

County

28. RECORD OF OFFICIAL BONDS, 1852-1935. 3 vols.

Record of bonds of officials, showing name, date, oath, detail of obligations, and signature of bonded official. Indexed alph. by name of official. Hdw. on printed form. 200 pp. 16 x 10 x 2. Clerk's off.

Townships

29. CONSTABLE BOND RECORD, 1866-1916. 1 vol.

Record of constable bonds, showing name of bondsmen, date, amount of bond, name of constable, and typ. Indexed alph. by name of constable. Hdw. 500 pp. 16 x 13 x 3. Clerk's rm.

Miscellaneous

30. NOTARY BOND BOOK, 1880--. . 3 vols. (1-3).

Record of notaried bonds, showing bondsmen, date, condition of obligation, bond, amount, and witnesses. Indexed alph. by names of bondsmen. 263 pp. 16 x 12 x 1½. 2 vols., 1880-1916, clerk's rm.; 1 vol., 1916--, clerk's off.

Licenses

Marriage

(See also entry 193)

31. RECORD OF MARRIAGE, 1816--. 24 vols. (1-24).



## Licenses--Marriage (continued)

Record of applications for marriage licenses, showing names of brides and grooms, color, nativity, residence, occupation, parent's names, date license issued, and signature of party performing ceremony. No index. Hdw. 500 pp. 18 x 14 x 3. Clerk's off.

Professional

32. RECORD OF PHYSICIAN'S LICENSES, 1885--. 2 vols.  
Record of physicians' licenses, showing name, date, date of diploma, college, county, and State. Arr. alph. by name of applicants. Hdw. 150 pp. 16 x 10 x 1. 1 vol., 1885-1897, clerk's vt.; 1 vol., 1898--, clerk's private off.

Business

33. JUNK DEALER'S LICENSE, 1905--. 2 vols. (1-2).  
Record of licenses issued, showing name of applicant, town, date, State, county, and term. No index. Hdw. on printed form. 200 pp. 14 x 10 x 2. Clerk's off.

## Registers

34. RECORD OF ESTRAYS, 1852-1917. 1 vol.  
Record of estrayed animals, showing owner, description of animal, color, value, and dates. No index. Hdw. 350 pp. 18 x 13 x 2. Clerk's vt.



## Registers(continued)

35. PLACET BOOK, 1820-58. 1 vol.

Record of lands, showing section, range, description, acres, county, twp., and date of entry. No index. Hdw. 200 pp. 14 x 12 x 1 $\frac{1}{2}$ . Clerk's rm.

## Receipts and Disbursements

36. CLERK'S DAILY BALANCE BOOK, 1912-1933. 13 vols.

Record of receipts and disbursements, showing cash on hand, cash in bank at close of day, receipts classified, daily deposits, and total balance. No index. Hdw. on printed form. 300 pp. 18 x 13 x 2. Clerk's vt.

37. CASH BOOK OF RECEIPTS AND DISBURSEMENTS, 1926--. 2 vols.

Record of all receipts and disbursements, showing source of receipts, dates, from whom received, disbursements, kinds of fees, and total. No index. Hdw. on printed form. 300 pp. 18 x 13 x 2. Clerk's main rm.

38. CLERK'S CASH BOOK, 1871-1911. 7 vols.

Record of daily receipts of cash, disbursements and balances, showing receipts from various sources, disbursements, name of depository, daily deposit, amount of deposit, cash on hand, and total balance. No index. Hdw. on printed form. 300 pp. 18 x 13 x 2. Clerk's vt.





The office of prosecuting attorney was created by the Constitution. This officer is elected at the regular election for a term of two years. (Indiana Const., art. 7, sec. 11; 2 Rev. Stat., Burns' Ann. Stat. 1933, 49-2501.) Prior to the Constitution of 1851, the office of prosecuting attorney was in existence by virtue of the Constitution of 1816.

The inception date of this office in Jackson County is 1816.

It is the duty of the prosecutor to inquire of the commissioners about any felony or misdemeanor, and subpoena and examine any person likely to be acquainted with the commission of any felony or misdemeanor (2 Rev. Stat.; Burns' Ind. Stat. Ann. 1933, 49-2503).

He conducts all prosecutions for felonies or misdemeanors in Jackson County, all suits on forfeited recognizances, resists applications for changing names, protects the interest of all persons of unsound mind, and superintends on behalf of the county or any of its trust funds, all suits in which they may be interested or involved, and performs such other duties as may be required by law (2 Rev. Stat. 1852; Burns' Ind. Stat. Ann. 1933, 49-2504).

Prosecuting attorneys are neither State, county or township officers (State ex. rel. Pitman vs. Tucker, 46 Ind. 335), but their office in each county is a county office.

No records could be found.



The circuit court is authorized by the Indiana Constitution (Indiana Const., art. 7, Sec. 11). The fortieth circuit comprises Lawrence and Jackson counties. The inception date of this court in Jackson county is 1816. All records are located in the courthouse.

The judge of the circuit court is elected by the people and the term of office is six years. The court has jurisdiction of law, equity, criminal cases, and settlement of decedent's estates, and of guardianships. It has appellate jurisdiction in certain cases from justice of peace courts. (Acts 1881; Burns, 4-303.)

#### Civil and Criminal Causes

##### 39. CIVIL CASES, 1800-- , 394 file boxes.

Record of civil court cases, showing names of parties, case no., proceedings of court, and disposition of each case. No index. 12 x 14 x 4.

Clerk's rm.

##### 39a. COURT PROCEEDINGS, 1822-- . 21 file boxes.

Record of cases, showing names of parties, case no., proceedings of court, and disposition of each case. No index. 12 x 14 x 4. Clerk's vt.

##### 40. STATE CASES, 1816-- . 52 file boxes.

Record of criminal cases, showing case no., dates, kind of crime, names of plaintiff, defendant, attorneys, and witnesses, and disposition of case.

No index. 12 x 14 x 4. Clerk's vt.

##### 41. COURT SUMMONS, 1822-- . 36 file boxes.

Record of summons, showing name and address of parties, date, title of case, case no., and date to appear. No index. 12 x 4 x 14. Clerk's vt.



## Civil and Criminal Causes(continued)

## 42. CLAIMS, 1822--. 73 file boxes.

Record of claims made for jury service in circuit court, showing name of party, amount, and services. No index. 12 x 4 x 14. Clerk's vt.

## 43. CITATIONS AND CLAIMS, 1869-1922. 3 vols. (2, and 2 vols. not numbered).

Record of summons to appear in court, showing name of party summoned, kind of case, date, and amount of claim. Indexed alph. by name of person summoned. Hdw. on printed form. 450 pp. 13 x 13 x 3. 1 vol., 1883-1922, clerk's vt.; 2 vols., 1869-1883. Clerk's off.

## 44. INDICTMENTS BOOK, 1820--. 8 vols. (1-8).

Record of indictments for crimes committed and brought before grandjury, showing no. of case, defendant, indictment, and name of jury foreman. Indexed alph. by name of defendant. Hdw. 200 pp. 13 x 13 x 3. Clerk's rm.

## 45. AFFIDAVITS AND INFORMATION RECORD, 1882-1903. 1 vol.

Record of affidavits against persons for crimes committed, showing defendant, date, charge, information as to case, term of court, and name of prosecuting attorney. Indexed alph. by name of defendant. 400 pp. 13 x 13 x 3. Clerk's vt.

## 46. RECOGNIZANCE BOND RECORD, 1885-1907. 1 vol.

Record of bonds posted to insure appearance of defendant in court, showing date and amount of bond, charge, name of defendant, and signature of sheriff. Indexed alph. by name of defendant. Hdw. 400 pp. 13 x 13 x 3. Clerk's vt.



Civil and Criminal Causes(continued)

47. INSANE RECORD, 1848--. 3 vols. (1-3).

Record of application for commitment to asylum, showing dates, name of patient, statement of medical attendant and examiner, certificate of justice of peace, order of admission, warrant for arrest, dates, age, symptoms, and date of release from asylum. No index. Hdw. on printed form. 400 pp. 18 x 14 x 3. Clerk's rm.

For other records, see entry 15.

48. RECORD OF NATURALIZATION, 1852-1929. 4 vols.

Record of applications for citizenship, showing State, county, date, term of court, place of birth, native country, date of arrival in U.S.A., residence, and oath of allegiance. No index. Hdw. on printed form. 400 pp. 14 x 10 x 2. Clerk's vt.

49. REGISTER OF JURORS, 1874-1910. 1 vol.

Register of jurors, showing date called for service, name of juror, amount of fees, kind of fee, mileage, and date discharged. No index. Hdw. 350 pp. 10 x 10 x 2. Clerk's rm.

50. RECORD OF VOLUNTARY ASSIGNMENTS, 1888-1912. 1 vol.

Record of appearance docket of circuit court in assignment cases, showing assignor, trustees, amount of bond, sureties, attorneys, costs, date, and order book page. No index. Hdw. 300 pp. 16 x 10 x 1. Clerk's record rm.

For earlier records, see entry 46.

Court Proceedings

(See also entries 76-80, 85-84).

51. ENTRY ISSUE DOCKET AND FEE BOOK, 1915--. 17 vols. (1-17).







Civil and Criminal Causes--Court Proceedings(continued)

Record of cases pending and orders issued, showing no. of case, date, kind of case, names of parties, fees itemized, receipts, and dates of satisfaction. Indexed alph. by name of defendant. Hdw. on printed form. 480 pp. 18 x 13 x 3. Clerk's record rm.

## 52. ENTRY AND ISSUE RECORD, (CIRCUIT) 1922-1934. 1 vol.

Record of circuit court cases granting use of titles and authority of office, showing names of parties, attorneys, and witnesses, date of returns, action taken, and particulars. Indexed alph. by name of defendant. Hdw. on printed form. 500 pp. 18 x 13 x 3. Clerk's record rm.

## 53. ENTRY DOCKET, 1868-1912. 4 vols.

Record of entries in civil and probate actions, showing no. of case, names of plaintiff and defendant, kind of action, and remarks. Indexed alph. by name of defendant. Hdw. on printed form. 450 pp. 18 x 13 x 3. Clerk's vt.

## 54. ISSUE DOCKET, 1904-1925. 2 vols. Subtitled, CIRCUIT.

Record of cases entered and tried in circuit court, showing names of plaintiff, defendant, attorneys, kind of action, witnesses, and returns. Indexed alph. by name of defendant. Hdw. on printed form. 500 pp. 18 x 13 x 3. Clerk's record rm.

## 55. COURT DOCKET, 1865--. 20 vols. (1919-35, missing.)

Record of court cases other than probate and criminal, showing no. of case, date filed, names of plaintiff and defendant, names of attorneys, kind of case, and proceedings. No index. Hdw. 400 pp. 18 x 12 x 2. 9 vols., 1865-1910, basement stg. rm.; 10 vols., 1910-1935, clerk's vt.; 1 vol., 1935--, judge's off.



Civil and Criminal Causes--Court Proceedings (continued)

56. ORD R BOOK, 1819--. 73 vols., (A-2, AA-22, 52-72.)

Subtitled: CIVIL.

Complete record of civil cases, through court, showing no. of case, plaintiff, defendant, description of case, and settlement. Indexed alph. by name of plaintiff. 1819-1907, hdw.; 1907--, typed. 550 pp. 13 x 13 x 3. Clerk's vt.

57. JUDGMENT DOCKET, 1838--. 9 vols. (A-I.)

Record of judgment in circuit court, showing file nos., cause no., plaintiff and defendant, judgment, bail replevin, amount of judgment, costs, date of rendition and recognizance. Indexed alph. by name of defendant. Hdw. 490 pp. 13 x 13 x 3. 7 vols., 1838-1911, clerk's vt.; 2 vols., 1912--, clerk's rm.

58. COMPLETE RECORD, 1848--. 9 vols. (1-2, 1-6, and 1 vol. not numbered.) (1853-73, missing.)

Record of proceedings in probate court in partition cases, showing date filed, no. of case, names of plaintiff and defendant, description of case, date of return and settlement. Indexed alph. by name of plaintiff. Hdw. 550 pp. 13 x 13 x 3. 1 vol., 1848-1850, 6 vols., 1873-1896, clerk's vt.; 2 vols., 1850-53, clerk's record rm.

For later records, see entry 60.

Executions

(See also entries 113-115.)

59. EXECUTION DOCKET, 1817-1935. 21 vols. (1-15, and 6 vols. not numbered.)

Record of procedure of judgment in circuit court, executed by sheriff,



Civil and Criminal Causes--~~Execution~~ (continued)

showing no. of case, date, names of parties, amount of judgment, costs and date returned. Indexed alph. by name of defendant. 1817-1919, hdw.; 1919--, typed. 550 pp. 13 x 13 x 3. Clerk's record rm.

## 60. LIS PENDENS RECORD, 1882--. 2 vols. (1-2).

Record of cases pending in court, showing names of parties to action, nature of cause, description of property involved, detail of complaint, and name of plaintiff's attorney. Arr. chron. Hdw. on printed form. 500 pp. 18 x 14 x 3. Clerk's record rm.

For earlier records, see entry 105.

## 61. REDEMPTION RECORD, (LIS PENDENS), 1879-1911. 2 vols.

Affidavits and statements in redemption of property sold for taxes, showing name of claimant, description of property, dates, certificates of redemption, and witnesses. No index. Hdw. 386 pp. 13 x 13 x 3. Clerk's vt.

## 62. SUPPORT DOCKET, 1912--. 1 vol.

Record of support money received and paid out by clerk for support of wives and children, showing names of plaintiff and defendant, judgment docket, page no., date and amount received, from whom received, date and amount disbursed. Indexed alph. by name of defendant. Hdw. on printed form. 325 pp. 13 x 10 x 2. Clerk's record rm.

## Fee and Cash Records

## 63. REGISTER OF FEES AND FUNDS HELD IN TRUST, 1896--. 3 vols. (1-3).

Register of fees and funds, showing date, from whom received, plaintiff and defendant, page no. of record and cash book, amount received and disbursed,



Fee and Cash Records (continued)

and remarks. Arr. alph. by name of defendant. Hdw. on printed form. 588 pp. 18 x 13 x 3. 2 vols., 1896-1915, clerk's vt.; 1916--., clerk's record rm.

64. FEE BOOK, 1847--. 25 vols. (1-25).

Record of fees paid for marriage and hunter's licenses, and court costs, showing dates, amount, from whom received, and for what purpose. No index. Hdw. 500 pp. 18 x 13 x 3. 23 vols., 1847-1934, clerk's vt.; 2 vols., 1934--., clerk's record rm.

65. CRIMINAL FEE BOOK, 1903--. 2 vols. (7-8).

Record of fees received in criminal cases, showing date, items, costs, and total receipts. Arr. chron. Hdw. on printed form. 500 pp. 16 x 14 x 3. Clerk's record rm.

66. REGISTER OF WITNESSES AND OTHER FEES, 1873-1919. 4 vols. (1-4).

Record of witnesses and fees allowed, showing case no. fee book no. and page, dates received and disbursed, and amount. Indexed alph. by names of witnesses. Hdw. on printed form. 400 pp. 18 x 13 x 3. Clerk's vt.

Probate Causes

67. PROBATE CASES, 1916--. 174 file boxes.

Record of probate cases, showing no. of case, name of estate, name of guardian, reports to court, details of partition of land, petitions, and dates. No index. 12 x 14 x 4. Clerk's record rm.





## Probate Causes(continued)

## 68. GENERAL PROBATE RECORD, 1803-31. 1 vol.

Record of estates of persons deceased and settled by an administrator, showing name of decedent, name of administrator or guardian, date of letters, order book, fee book, court docket, appropriation docket, inventory record, when discharged. Arr. alph. by name of deceased. Hdw. 400 pp. 18 x 13 x 3. Clerk's vt.

## 69. WILL RECORD, 1817--. 7 vols. (1-5, and 2 not numbered).

Record of wills and testaments of persons for disposal of property at death, showing witnesses, date recorded, name of testator, names of heirs and legatees, name of administrator, and date of recording. Arr. alph. by name of testator. Hdw. 588 pp. 18 x 13 x 3. Clerk's record rm.

## 70. ADMINISTRATORS BOND, OATH, AND LETTERS, 1850--. 10 vols. (not numbered.)

Record of bonds, oath, and letters of administrator of estates, showing names of bondsmen, amount of bond, date, name of deceased, name of administrator, and signature of clerk. Indexed alph. by name of administrator. Hdw. on printed form. 480 pp. 18 x 13 x 3. 7 vols., 1850-1900, clerk's vt.; 3 vols., 1900--., clerk's record rm.

## 71. EXECUTOR'S BOND RECORD, 1851--. 2 vols. (1-2).

Record of executor's bonds, showing names of bondsmen, name of executor, address, amount of bond, date, witnesses, and signature of clerk. Indexed alph. by name of executor. Hdw. on printed form. 350 pp. 18 x 12 x 2. Clerk's record rm.



## Probate Causes(continued)

## 72. EXECUTOR'S BOND, OATH, AND LETTERS, 1853--. 3 vols.

Record of executor's bonds, oaths, and letters for the settling of estates, showing names of executor and deceased, date and amount of bond, witnesses, and signature of clerk. Indexed alph. by name of executor. Hdw. on printed form. 400 pp. 18 x 13 x 1. 2 vols., 1853-1902, clerk's vt.; 1 vol., 1902--, clerk's main rm.

## 73. GUARDIAN BOND RECORD, 1847--. 3 vols., (1-4, and 4 not numbered).

Record of bonds of guardians of minor heirs, showing name of guardian, amount of bond, specifications of bond, names of minor heirs, and dates. Indexed alph. by name of guardian. Hdw. on printed form. 350 pp. 16 x 10 x 2. 4 vols., 1847-92, clerk's vt.; 4 vols., 1892--, clerk's main off.

## 74. INVENTORY RECORD, 1856--. 12 vols. (1-12).

Record of inventory of the personal and estate property of deceased person in preparation for the settlement of an estate, showing name of deceased, kind of indebtedness, principle, date of debt, appraised value of property, date appraised, and name of administrator. Indexed alph. by name of deceased. Hdw. 300 pp. 18 x 13 x 3. 6 vols., 1856-1911, clerk's vt.; 4 vols., 1911--, clerk's record rm.

## 75. SALE BILL RECORD, 1856-1935. 3 vols. (1-3, 6, 9.)

Record of sale of personal property, sold to settle estates, showing articles sold, amount, name of purchaser, and clerk's record of sale. Indexed alph. by name of deceased. Hdw. on printed form. 300 pp. 18 x 13 x 3. 6 vols., 1856-1912, clerk's vt.; 2 vols., 1912-34, clerk's rm.



Probate Court (Continued)

Proceedings in Probate Courts  
(see also entries 51-53, 55-56).

76. ADMINISTRATOR, CLERK AND ALLOWANCE DOCKET 1800-1856--,  
5 vols., (1-4, and 1 vol., not numbered.)

Record of claims entered in the circuit court in settling of estates of deceased persons, showing estate no., name of deceased, date of death, name of administrator or executor, amount of bond, name and address of sureties, will, inventory, appraisement, sale bill, and claims. Indexed alph. by name of deceased. Hdw. on printed form. 300 pp. 18 x 18 x 3. 2 vols., 1856-57, clerk's vt.; 4 vols., 1913--, clerk's record rm.

77. GENERAL CLAIM AND ALLOWANCE DOCKET, 1879-1915. 5 vols., (1-5).

Record of claims and allowances made to the executor of an estate, showing date of appointment, names of administrator and sureties on bonds, amount of bond, no. of claim, name of claimant, kind of claim, how secured, when filed, amount allowed. Indexed alph. by name of deceased. Hdw. 500 pp. 18 x 18 x 3. Clerk's vt.

78. GUARDIAN DOCKET, 1848-1916. 5 vols.

Record of appointment of guardians of estates of minors, showing date, name of ward, date of birth, name and address of guardian, amount of bond, names of sureties, proceedings of court, date, reports and clerk's memorandum. Indexed alph. by name of guardian. Hdw. on printed form. 450 pp. 18 x 18 x 3. 4 vols., 1847-1909, clerk's vt.; 1 vol., 1909-16, clerk's record rm.



Probate Causes--Proceedings in Probate Court (cont.)

79. GUARDIANSHIP RECORD BOOK, 1903-19. 4 vols. (1-4).

Record of appointment of guardians, and court fees, showing guardianship no., names and addresses of parties in action, name of deceased, name of ward, date of birth, court proceedings, fees, amount of bond, and names and addresses of bondsmen. Indexed alph. by name of guardian. Hdw. on printed form. 500 pp. 16 x 13 x 3. Clerk's vt.

80. ORDER BOOK PROBATE, 1829--. 37 vols., (1-5, 1-32.)

Record of order books of court procedure of estates probated, showing reports of administrators, court decisions regarding same, dates, names of estates, names of guardians and administrators, summary of claims against estates, balance to date, and final settlement. Indexed alph. by names of plaintiff and defendant. 1829-1913, hdw.; 1913--., typed. 500 pp. 16 x 13 x 3. Clerk's record rm.

## Fee and Cash Records

81. ADMINISTRATOR'S FEE BOOK, 1867-1917. 4 vols. (1-4).

Record of fees allowed for administration of estates of deceased persons, showing names of administrator and deceased, date, kind of fees, letters, affidavits, amount, affidavits sureties, date filed, total amount of fees. Indexed alph. by name of administrator. Hdw. 500 pp. 16 x 13 x 3. Clerk's vt.

For later records, see entry 70.





Fee and Cash Records(continued)

82. GUARDIAN'S FEE BOOK, 1860--. 4 vols. (1-4).

Record of all fees in guardianship cases, showing letters of guardianship, qualifying and recording of bond, order of appointment, recording letters, docket, filing petition for appointment, total receipts, and date of payment. No index. -dw. 480 pp. 18 x 13 x 3. Clerk's vt.



The common pleas court was established by an act of 1852. (Acts 1852.) The judges were elected at regular elections for terms of four years. The inception date of this court in Jackson County is 1853. Because of the inadequacies of this court, it was abolished by an act of 1873. The jurisdiction was transferred to the circuit court. (Acts 1873, ch. 29, p. 87.)

The common pleas court had jurisdiction in matters relating to probate of wills; appointment of guardians of persons of unsound mind, and other legal disabilities; on matters relating to executors and administrators; civil matters from fifty to one thousand dollars except cases of slander, libel, breach of marriage contract, action of official bond, or where the title of real estate shall be in issue; and criminal jurisdiction in cases which are not felonies and which are not triable by a justice of the peace. (Acts 1852.)

83. APPEARANCE DOCKET, 1853-80. 4 vols.

Record of administrators' periodic reports to the court in estate cases, showing name of administrator, title of estate, proceedings, return to be made by administrator, amounts paid in, and names of claimants and attorneys. Indexed alph. by name of deceased. Hdw. 450 pp. 16 x 13 x 5.  
Clerk's vt.

84. ORDER BOOK, COMMON PLEAS, 1853-73. 6 vols. (1-6).

Order book of court procedure in estates probated in common pleas court, showing date, title of estate, name of guardian or administrator, summary of claims against estate, balance to date, and final settlement. Arr. alph. by names of plaintiffs and defendants. Hdw. 300 pp. 16 x 13 x 5.  
Clerk's record rm.



The recorder is a constitutional officer elected for a four-year term. He is nominated in the primary and elected in the regular election, and is not eligible to hold office for more than eight years in any twelve-year period (Indiana Const., art. 6, sec. 2; 1 Rev. Stat. 1852; Acts 1901; Burns' Ind. Stat. Ann. 1933, 49-3201).

The inception date of this office in Jackson County is 1816. All records are located in the courthouse.

The title of this officer describes his functions; to make and preserve a public record of legal documents for private persons as required. Of the kinds of documents recorded, the more important are deeds, mortgages and releases, leases and cancelation, liens, assignments, articles of incorporation, and certificates of admission for foreign corporations to do business in Indiana. There are also records of cemetery deeds, cemetery associations, farm names, chattel mortgages, and miscellaneous instruments. (1 Ind. Rev. Stat. 1852; Acts 1855, 1875 special session, 1905, 1913, 1919, 1925, 1927, and 1931; Burns' Ind. Stat. Ann. 1933, 49-3203 to 40-3235.)

#### Deeds, Titles and Grants

85. DEED RECORD, 1815--. 107 vols. (1-81 and A-Z).

Record of title transfers on real estate, showing date, serial number, grantor, grantee, amount, description of real estate, signatures of principals and witnesses, and attest. Indexed alph. by names of grantor and grantees; see also entry 86. 1815-1801, hdw.; 1902--, typed. 500 pp. 12 x 13 x 3. Recorder's record rm.



Deeds, Titles and Grants (Continued)

36. GENERAL INDEX TO DEEDS, 1813--. 44 vols. (1-20, 1-20 and 1, 3-4, . .) 1 set. 1-20, subtitled Grantor: 1 set, 1-20, Grantee.

General index to entry 35, showing alph. names of grantors and grantees in separate sets of 20 vols. each, kind of deed, date, description of property by township, range, section and lot no., and amount of consideration. Arr. alph. Hdw. 500 pp. 13 x 13 x 3. Recorder's record rm.

37. DEEDS, 1837-39. 4 file boxes.

Original deeds filed for recording but never called for by owners, showing names of grantor and grantee, description of real estate, amount, signatures of principals and witnesses, attest, and date. Arr. chron. 8 x 4 x 14. Recorder's record rm.

38. SHERIFFS' DEED RECORD, 1865-86. 1 vol.

Record of deeds obtained through sheriff's sale, showing date of sale, description of property sold, amount realized, original owner and new owner. Indexed alph. by name of defendants. Hdw. 200 pp. 10 x 13 x 2. Recorder's record rm.

For earlier and later records, see entry 35; for sale records, see entry 113.

39. TAX TITLE DEEDS, 1862-89. 1 vol. (A)

Record of deeds of real estate sold to satisfy delinquent tax claims and not redeemed, showing purchaser, former owner, date, amount, and auditor's seal. Indexed alph. by names of grantees. Hdw. 450 pp. 13 x 13 x 3. Recorder's record rm.

For earlier and later records, see entry 35; for sale record, see entry 149.





Deeds, Titles and Grants (continued)

90. QUIET TITLE RECORD, 1909-25. 2 vols. (1-2).

Record of court decree quieting title to real estate, showing case no., names of grantor and grantee, date, transcripts of court proceedings, and signature of judge. Indexed alph. by names of plaintiff and defendant. Typed. 588 pp. 13 x 13 x 5. Recorder's record rm.

For earlier and later records, see entry 85.

Mortgages and Releases

Real Estate

91. MORTGAGE RECORD, 1846--. 67 vols. (1-67).

Certified copies of mortgages, showing serial no., date, names of mortgagor and mortgagee, description of property, conditions and amount of mortgage and attest. Indexed alph. by names of mortgagors; see also entry 92. 1846-1900, hdw.; 1900--., typed. Vols. 1-6, condition fair. 588 pp. 13 x 13 x 5. Recorder's record rm.

For earlier records, see entry 85.

92. GENERAL INDEX TO MORTGAGES, 1827--. 21 vols. (2-11, and 1 vol. not numbered). 1 set, 2-11, subtitled Mortgagor; 1 set, 2-11, Mortgagee.

General index to entry 91, showing names of mortgagor and mortgagee, date, serial no., amount of mortgage, description of lands or lots, vols., pp., and remarks. Arr. alph. hdw. on printed form. 451 pp. 13 x 13 x 5. Recorder's record rm.

For earlier records, see entry 85.



Mortgages and Releases--Local (as shown)

93. MORTGAGE BOOKS, 1935--. 4 file boxes.

Original mortgage papers, filed for recording and not called for by the owners, showing serial no., date, mortgagee, mortgagor, description and location of property, amount, mortgage terms, signatures, and attest. Indexed alph. by name of mortgagor, with card system in each box.

14 x 12 x 20. Recorder's off.

Chattels

94. CHATTEL MORTGAGE MINUTE BOOK, 1935--. 1 vol.

Entry of chattel mortgages, showing serial no., date and hour of filing, mortgagor, mortgagee, amount secured, term of mortgage, description of property, signatures, and attest. Indexed alph. by mortgagors. Hdw. on printed form. 480 pp. 13 x 13 x 3. Recorder's record rm.

95. CHATTEL MORTGAGE RECORD, 1876--. 31 vols. (1-31).

Certified copies of mortgages on personal property, showing serial no., date and hour filed, amount secured, description of property, terms of mortgage, signature, and attest. Indexed alph. by names of mortgagors. 1876-1903, hdw.; 1903--, typed. 520 pp. 13 x 13 x 3. Recorder's record rm.

96. GENERAL INDEX TO CHATTEL MORTGAGES, 1935--. 1 vol.

Index to original chattel mortgages, showing mortgagor, mortgagee, description and location of property, date, amount, vol. and pp. Arr. alph. Hdw. on printed form. 480 pp. 13 x 13 x 3. Recorder's record rm.



Mortgages and Loans 1859--Present (continued)

97. FEDERAL CROP MORTGAGES, 1931--. 1 vol.

Record of mortgages on crops, securing loans of government to farmers, showing serial no., name of mortgagor, amount and purpose of loan, description and location, recorder and attest. Indexed alph. by names of mortgagors. Hdw. 550 pp. 13 x 13 x 3. Recorder's record rm.

School Funds

(See also entries 152, 155.)

98. SCHOOL FUND MORTGAGE RECORD, 1859--. 6 vols. (1-6).

Record of mortgages securing loans from common school funds, showing no. of mortgage, date, name of mortgagor, amount loaned, description and location of property mortgaged, signatures of mortgagor, clerk, auditor, treasurer, recorder, and appraisers. Indexed alph. by names of mortgagors. 1859-1903, hdw.; 1904--, typed. 1 vol., 1859-65, condition poor. 300 pp. 13 x 12 x 2. Recorder's off.

Register of Legal Instruments

99. ENTRY BOOK, 1878--. 9 vols. (1, 7-14.) (Vols., 2-6, 1880-1906, missing.)

Entry of deeds and mortgages, showing date, names of grantors and grantees or mortgagors and mortgagees, description, location of real estate involved, and time of entry. Arr. chron. Hdw. 550 pp. 13 x 13 x 3. 3 vols., 1878-1934, recorder's record rm.; 1 vol., 1935--, recorder's off.



Register of Legal Instruments (continued)

100. REGISTER OF FARM LANDS, 1913-20. 1 vol.

Record of names given farms and legally protected through recording, showing date, name of owner, name, description and location of farm, and remarks. Indexed alph. by farm names. Hdw. 250 pp. 6 x 12 x 2. Recorder's record rm.

101. OIL AND GAS LEASES, June 27-July 26, 1930. 1 vol.

Record of oil and gas leases held upon lands, showing date, names of lessor and lessee, description of land leased, life of lease, amount, signatures and attest. Indexed alph. by names of lessors. Typed on printed form. 500 pp. 13 x 13 x 3. Recorder's record rm.

102. PARTITION RECORD, 1873--. 4 vols. (1-4).

Record of division of real estate in settlement of estates, showing date, names of heirs, title of estate, executor or administrator, decree of court, fees and costs. Indexed alph. by name of decedent. 1873-1908, hdw.; 1909--, typed. 588 pp. 13 x 13 x 3. Recorder's record rm.

103. INDENTURE RECORD, 1844-89. 1 vol.

Record of minors placed out as apprentices, showing date, name of child, age, name of party bound to terms of agreement, trade or profession to be taught, length of apprenticeship, and remarks. No index. Hdw. Condition poor. 350 pp. 15 x 10 x 2. Recorder's record rm.

104. ENLISTMENT RECORD, 1917-25. 1 vol.

Record of enlisted world war soldiers, showing name, address, age, rank, date of enlistment, date of discharge, marksmanship, horsemanship, battle engagements, wounds received, physical condition at discharge, signature





## Register of Legal Instruments(continued)

of commander of company. Indexed alph. by names of soldiers. Hdw. on printed form. 500 pp. 13 x 13 x 3. Recorder's off.

## 105. SHERIFF'S CERTIFICATES, 1875-82. 1 vol.

Record of sheriff's sales on court decrees and executions, showing date of sale, names of plaintiff and defendant, cause of sale, description of real estate, and amount realized. Indexed alph. by names of defendants. Hdw. 500 pp. 13 x 13 x 3. Recorder's record rm.

## 106. SWAMPLANDS, 1820-53. 1 vol.

Record of original legal purchases, showing date, name of purchaser, description of land by acreage, township, section and range, price per acre, and total amount realized. No index. Hdw. on printed form. 300 pp. 15 x 10 x 2. Recorder's record rm.

## 107. TRACT BOOK, 1820-53. 1 vol.

Original records of lands bought from government, showing description and location of land by townships, section, range and acreage, name of purchaser, purchase price, dates of sale and recording, and hand drawings of section purchased. No index. Hdw. on printed form. Condition poor. 300 pp. 12 x 13 x 2. Recorder's record rm.

## Miscellaneous Records

## 108. MISCELLANEOUS RECORD, 1856--. 10 vols. (A-J).

Record of mechanics' liens, affidavits, conditional sale contracts, and other instruments, showing date, attorney, names of principals, description of property and contracts. Indexed alph. by names of principals.



## Miscellaneous Records (continued)

1856-1903, hdw.; 1903-- , typed. Vols. A-D. condition fair. 500 pp.

13 x 15 x 3. Recorder's record rm.

## Fee and Vash Book.

109. Recorder's Fee and Vash Book, 1850-- . 3 vols.

Record of fees collected for the recording of instruments, showing serial no., date, kind of instrument, name of person recording, amount of fee, and date. Arr. chron. Hdw. 500 pp. 18 x 13 x 3. Recorder's record rm.

## ix Maps

110. JACKSON COUNTY, not dated. 1 vol.

Political maps of Jackson County, showing the original surveys in graphic form, by twps., section, range, farm lands, acreages and owners. Black and white. 1" to 200 rods. 75 pp. 24 x 13 x 1. Recorder's record rm.

11. JACKSON COUNTY, 1932. 1 map. Poli

Political and communications map of Jackson County, showing county roads and sectional division of farms. Drawn by E. F. Zabel, Brownstown, Ind. Black and white. 1" to 200'. 50 x 40. Recorder's record rm.

112. CITY OF BROWNSTOWN, 1932. 1 map.

Political and communications map of Brownstown, showing streets, railroads, factories, and location of lots. Drawn by E. F. Zabel, Brownstown, Ind. Brown and white. 1" to 200'. 50 x 40. Recorder's record rm.



The sheriff is a constitutional officer chosen for a four-year period and is not eligible to hold office more than four years in any period of six years. He is a political officer, nominated by primary and elected in the regular election. He must give bond for five thousand dollars. (2 Ind. Rev. Stat. 1852; Burns, 1933 Stat., 49-2801.) The inception date of this office in Jackson County is 1816. All of the records of the office are located in the courthouse.

The sheriff arrests without process all persons who, within his view, commit any crime or misdemeanor, delivers them before a justice of the peace of Jackson County and holds them in his custody until the cause of such arrest has been investigated; pursues and commits to jail all felons; and executes all process directed to him by legal authority. It is also his duty to protect persons in danger from mobs and possible lynchings. (2 Ind. Rev. Stat., 1852; Burns, 1933 Stat., 49-2802 to 49-2808.)

EXECUTIONS  
(See also entries 59-62)

113. SHERIFF CERTIFICATE OF SALES RECORD, 1876--. 3 vols.

Record of sales of real estate by sheriff, and amounts realized, showing date of sale, names of plaintiff and defendant, amount realized, description of real estate, purchaser, and sheriff's signature. No index. Hdw. on printed form. 500 pp. 18 x 13 x 3. 1 vol., 1876-81, clerk's vt.; 2 vols., 1881--, clerk's record room.

For deed record, see entry 88.

114. SHERIFF'S DOCKET, 1868--. 18 vols. (1-16).

Record of property sold by sheriff upon court orders, showing date of



of 1890-1900 (continued)

issue, kind of writ, name of owner, amount of debt or damages, date, returnable, and sheriff's return. No index. Hdw. 485 pp. 10 x 13 x 3. Clerk's vt.

115. SHERIFF'S TRILEAGE RECORD, 1929--. 1 vol.

Record of mileage made by sheriff in the performance of duties, showing date, number of miles traveled, name of person visited, cause, and total. No index. Hdw. on printed form. 500 pp. 18 x 14 x 3. Sheriff's off.





The coroner is a constitutional officer, elected for two years, without restriction on re-election. He is required to post a five thousand dollar bond to insure the faithful performance of his duties. The office of coroner was in existence before 1851 by virtue of the Constitution of 1816. (Indiana Const., 1816, art. 6, sec. 25; Acts 1816, ch. 13, sec. 1; Indiana Const., 1851, art. 6, sec. 2.)

The inception date of this office in Jackson County is 1816.

The coroner is required to investigate deaths by violence, by accident, and by suspicious means, and to determine the cause and manner of death. He holds inquests without a jury and may subpoena witnesses, and employ a physician to make a postmortem examination, filing his report and verdict with the clerk of the circuit court. He is a peace officer with the same powers as the sheriff, and acts as sheriff in cases of absence, vacancy, interest, or incapacity, and serves warrants on the sheriff if necessary. (2 Indiana Rev. Stat. 1852; Acts 1871, 1879 Special Session, and 1935; Burns' Ind. Stat. Ann. 1933, 49-2901 to 49-2914.)

No records could be found.



The auditor is a constitutional officer, elected for a four-year term. No person can hold office for more than two consecutive terms. He is required to post bond in the amount of ten thousand dollars.

(1 Ind. Rev. Stat. 1852; Acts 1889; Indiana Const., art. 3, sec. 2; Burns' Ind. Stat. Ann. 1933, 49-3001 to 49-3003.)

The inception date of this office in Jackson County is 1841. All records are located in the courthouse.

This office is the center of county administration. Financial affairs are transacted through it and here the records of county business are preserved.

The auditor's principal functions are four-fold; As a county "controller", he keeps the accounts of the county and issues warrants for all claims approved by the commissioners. Ex-officio he acts as clerk to the board of commissioners, the county council, and the board of tax adjustment, and as secretary to the board of finance and the board of review. As a tax officer, he prepares the official tax duplicates, serves as a member of the board of review as well as its secretary, and certifies to the treasurer the amount of taxes due from banks. As budget officer, he compiles estimates made to him by each county agency and submits them to the county council. (1 Ind. Rev. Stat. 1852; Acts 1890, 1907, 1919, 1920 Special Session, 1933; Burns' ibid., 26-509, 26-520, 26-611, 61-306, 64-304, 64-1007, 64-1201.)

Minor routine duties are keeping a land transfer record book; managing the common school fund, the Congressional township school fund,



and approving and issuing the license of construction of new school corporations; preparing the ditch duplicate covering assessments for construction or repair of ditches and drains; issuing pollsters' licenses and public warehouse permits; acknowledging deeds and mortgages executed for the security of trust funds; approving bonds of township trustees; advertising and selling bonds; delivering election supplies to election inspectors; issuing tax deeds; and accepting bequests for cemeteries. (1 Indiana Rev. Stat. 1852; Burns' *ibid.*, 49-3004 to 49-3016.) Many other duties are prescribed by statute.

#### Audits and Reports

116. MONTHLY BALANCE BOOK, 1912--. 3 vols. (1-3).

Record of the finances of all offices, showing name of fund, amount received and disbursed, balance in each fund, and total receipts and disbursements, and balance. No index. Bdw. 100 pp. 20 x 30 x 1. Auditor's off.

117. STATE BOARD OF ACCOUNTS, 1912-52. 3 file boxes.

Reports of the State board of examiners of the finances of the various county offices, showing date, name of official and examiner, amount received and disbursed, and balance. No index. 4 x 14 x 12. Auditor's vt.

118. CHANGE OF VENUE RECORD, 1904--. 1 vol.

Record of cases venued from one county to another for trial, showing name of county, date, names of parties, no. of days, no. of jurors, date of judgment, expense for trial, title of cause, amount, and to whom issued. No index. Bdw. on printed form. 300 pp. 18 x 18 x 5. Auditor's main off.



Added and reports (continued)

119. CIRCUIT COURT RECORDS, 1886--. 6 file boxes.

Record of all court allowances, including juror fees, sheriff expenses, witnesses and clerk's fees, date, amount, names of juror, sheriff deputy sheriff and witnesses. No index. 5 x 10 x 12. 2 file boxes, 1886--, auditor's off.; 10 file boxes, not dated, auditor's vt.

120. REPORT OF COUNTY OFFICERS, 1917--. 6 file boxes.

Report of all county officers to the auditor, of all fees collected and disbursed, showing date of collections and disbursements, amounts, for what collected or disbursed, and balance. No index. 4 x 14 x 12. Auditor's vt.

121. TREASURER'S REPORT, 1917--. 6 file boxes.

Report of the treasurer to the auditor of the finances of the county, showing collections, for what, disbursements, how disbursed, balance, names of auditors and debtors, amounts, and signature of auditor. No index. 4 x 14 x 12. Auditor's vt.

122. TAX SETTLEMENTS, 1900--. 10 file boxes.

Record of settlements with treasurer, showing State benevolent institutional tax, State department sinking fund tax, educational institution fund tax, county tax, bridge tax, bond, sinking fund, twps., gravel road, special school tuition reimbursements, total current tax, delinquent, and total, including delinquent. No index. 4 x 14 x 12. Auditor's vt.

123. SCHOOL TREASURER REPORT, 1911--. 6 file boxes.

Receipts for the payments of school expenses of the county, showing item, no. of receipt, date, amount, to whom paid, for what paid, and





Audits and Reports(continued)

signature of secretary of school board. No index. 4 x 12 x 12. Auditor's vt.

124. PUBLIC IMPROVEMENTS REQUIRED, 1922--. 1 vol.

Record of improvements made in each twp., showing type of improvement, date, to whom paid, warrant no., engineers and helpers, advertising, attorney fees, transcript, inspection, commissioners' expenses, damage, paid on account, total per month, and balance. Arr. alph. by name of twp. 4dw. 200 pp. 18 x 14 x 2. Auditor's off.

125. TRUSTEE REPORTS, 1930-1913. 40 file boxes.

Trustee's report of twp. funds, showing receipts, expenditures, balance, amount of orders issued, and amount of outstanding orders. No index. 4 x 14 x 12. Auditor's vt.

126. DOG TAX, 1917--. 16 file boxes.

Trustee's report of dog tax paid and delinquent, showing name of owner, no. of dogs, sex, breed, date, itemized receipts, amount, twp., and signature of trustee. No index. 4 x 10 x 24. Commissioners' off.

127. DOG FUND, 1901--. 5 file boxes.

Record of receipts and expenditures and orders issued for the payment of stock killed or damaged by dogs, showing twp., county, date, receipts of dog taxes, expenditures, when paid out, no. of voucher, to whom paid, for what paid, and amount. No index. 4 x 14 x 12. Auditor's vt.

128. REGISTER OF TOWNSHIP WARRANTS AUDITED, 1897-99. 1 vol.

Record of all checks issued by the twp. trustees and audited by the board of commissioners, showing name of twp., name of trustee, date of warrant, warrant no., in whose favor drawn, articles purchased, or what fund, amount of warrant, date examined, rejected or allowed, and name of



## Audits and Reports(continued)

party paid. No index. Hdw. 450 pp. 18 x 13 x 3. Auditor's vt.

### 129. REPORTS OF JUSTICE OF PEACE, 1893-1900. 4 file boxes.

Reports of the justice of peace of all the fines and fees collected from court cases, showing names of parties to case, addresses, and complaints.

No index. 4 x 6 x 10. Treasurer's basement vt.

## Receipts and Disbursements

### 130. REGISTER OF FEES, 1897--. 5 vols. (1-5).

Record of all fees collected by the auditor for transfer fees, showing date, from whom received, kind of fees, transfer, miscellaneous, approving bonds and contracts, tax deeds and certificates, liquor licenses, school fund mortgages, highway fees, total fees, date, and amount paid to treasurer.

No index. Hdw. 500 pp. 18 x 14 x 4. Auditor's main rm.

### 131. RECORD OF APPROPRIATIONS AND DISBURSEMENTS, 1851--. 15 vols.

(1,1-5, and 9 vols. not numbered).

Record of appropriations and disbursements, showing dates, order no., purpose, amount of order, where redeemed, county officers, institutional expense, court, county bonds, public buildings, bridges, and county employees, date of appropriations, amount, and for what fund. No index.

Hdw, on printed form. 400 pp. 18 x 14 x 3. 14 vols., 1851-1935, auditor's vt.; 1 vol., 1935--., auditor's off.

### 132. REGISTER OF ORDERS DRAWN ON TREASURER, 1850-1925. 8 vols. (1-9).

Record of orders drawn on treasurer, showing date, no. of order, in favor of, on account of, principal, interest, when presented, when redeemed, and



Receipts and Disbursements (continued)

remarks. No index. Hqr. on printed form. 500 pp. 16 x 14 x 2.

3 vols., 1850-84, 1885-1925, auditor's vt.; 1 vol., 1885, auditor's off.

135. COUNTY WARRANTS, 1912-35. 25 file boxes.

Record of warrants issued by the auditor on the treasurer for various county expenses, showing appropriation no., fund, amount, for what expense, and signatures of treasurer and auditor. No index. 4 x 14 x 12. Auditor's vt.

134. COUNTY ORDERS REDEEMED, 1890-09. 14 file boxes.

Record of county orders paid, such as salaries and other county expenses, showing date, amount, name of claimant, county, term, no., and auditor's signature. No index. 4 x 14 x 12. Auditor's vt.

135-136. POOR CLAIMS, 1900--. 64 file boxes.

Record of claims issued for poor relief, showing date, kind of claim, value, trustee's name, twp., county, name of person helped, age, cause for relief, and trustee's report for money spent. No index. 4 x 14 x 12. 15 boxes, 1900-21, auditor's vt.; 2 boxes, 1921-32, auditor's off.; 47 boxes, 1917-35, commissioners' off.

Taxes

Appraisements

137. TRANSFER BOOK, 1845--. 309 vols.

Record of transfers of property when sold, showing descriptions of land, sec., acres, value of land and improvements, from whom, to whom, and date of



138. ENUMERATIONS, 1920--.

deed. No index. Adv. on printed forms. 209 pp. 12 x 14 x 2. 1845 vols., 1845-99, auditor's vt.; 64 vols., 1900--, auditor's rm.

138. ENUMERATIONS, 1920--. 1 file box.

Record of enumeration of white and colored male inhabitants over the age of twenty-one in the county, showing town, city, twp., no. of white male inhabitants, no. of colored males, total of each, and the expenses. No index. 4 x 14 x 12. Auditor's vt.

139. STATEMENTS OF CORPORATIONS, 1909-15. 4 file boxes.

Statements of all unincorporated companies of the capital stock for taxation, showing date, name of company, amount of capital, indebtedness, employees' salaries, expenses for labor, and repairs, and total expenses. No index. 4 x 14 x 12. Auditor's vt.

140. INTANGIBLE TAX, 1932. 2 file boxes.

Record of intangible tax stamps sold daily, showing date, number of stamps sold, total amount, stamps on hand at beginning of day, receipt of new consignment, withdrawal from cash, no. on hand at close of day, and total value of stamps sold. No index. 6 x 6 x 12. Auditor's off.

141. INHERITANCE TAX, 1919-21. 1 file box.

Inheritance tax duplicates on inherited estates, showing receipt from administrator of estate, cause no., county, city, State, date, date of death, amount paid, name of heir, relationship, amount of tax, interest, and total amount. No index. 6 x 6 x 12. Auditor's off.

For other records, see entry 171.

142. ABSTRACTS, 1900-1913. 11 file boxes.

Abstracts of title to real estate for tax purposes, showing description





Taxes--Appraisals (Continued)

of real estate, name, date of certificate, history of property from first date, and amount. No index. 4 x 14 x 12. Auditor's vt.

Returns

143. MORTGAGE INDEBTEDNESS, 1911--. 30 vols.

Record of affidavits filed as to mortgage indebtedness and to which, showing county, name of mortgagor, term, date, book and page nos., signature of notary public. No index. Hdw. on printed form. 200 pp. 14 x 10 x 2. 22 vols., 1911-35, basement stg. rm. 8 vols., 1935--, auditor's rm.

144. MORTGAGE EXEMPTIONS, 1933. 2 file boxes.

Record of mortgage indebtedness for the purpose of securing an exemption on real estate for tax paying, showing amount of exemption, date of mortgage, names of mortgagees, mortgagors, date, county, and notary public. No index. 6 x 6 x 12. Auditor's off.

145. SOLDIERS' EXEMPTIONS, 1921--. 14 vols. numbered (1-7 and 7 vols. not numbered.)

Record of affidavits of soldiers for tax exemptions on certain property owned by soldiers, showing State, county, name, age, address, what war served, pension no., location of property for exemption, and signatures of soldier and notary public. No index. Hdw. on printed form. 200 pp. 10 x 10 x 1. 7 vols., 1921-26, basement stg. rm.; 7 vols., 1926--, auditor's off.



Lists

146. ASSESSMENT LISTS, 1898-1935. 679 vols.

Record of the assessed tax valuation of property, municipal and school, showing name, address, age, year, tax, assessed value of real estate and each article, total value, of personal value, and signature of assessor and party assessed. Arr. alph. by name of party assessed. Bnd. on printed form. 200 pp. 14 x 10 x 2. 42 vols., 1932--, treasurer's str. rm. 637 vols., 1898-31, basement str. rm.

147. ASSESSOR'S BOOKS, 1893-1935. 475 vols.

Record of real estate assessments of the county taxpayers, showing owner, description of land, and location, size, value of land and improvements, names of towns and tps. and total. No index. Bnd. on printed form. 200 pp. 20 x 20 x 1. 207 vols., 1893-19, basement rm.; 268 vols., 1920-34, Auditor's vt.

Delinquent and Erroneous

148. RECORD OF DELINQUENT LANDS AND LOTS, 1873--. 3 vols.

Record of lands and lots returned delinquent for the non-payment of taxes, showing name and address of owner, no., acres, lots by no., value of land, improvements, personal, delinquent tax, interest, total and remarks. No index. Bnd. 400 pp. 18 x 18 x 3. Auditor's vt.

149. REGISTER OF TAX SALES, 1860--. 7 vols. (1-5, and 2 vols. not numbered).

Record of tax sales of delinquent land and lots, showing description of



~~149. DEEDS, 1880-1900, and 1900-1907 (see 149.1)~~

land, sec., acres, lots by no., owner, amount sold for, date of redemption, purchaser and remarks. No index. Bdw. on printed form. 200 pp. 12 x 14 x 2. 2 vols., 1880-1900, auditor's vt.; 3 vols., 1900--, auditor's rm.; 2 vols., 1880-80, basement vt.

For deed record, see entry 99.

150. REGISTER OF DEEDS, 1844-1897. 2 vols.

Register of deeds made in county for delinquent lands and lots sold for non-payment of taxes, showing name of person charged with taxes, no. of certificate, date of sale, name of purchaser, description of land and lots sold, amount sold for, name of grantee and date of deed. No index. Bdw. on printed form. 450 pp. 16 x 18 x 3. Auditor's vt.

Plat Books

151. PLAT BOOKS, 1920-32. 22 vols.

Drawings and descriptions of twps., cities, and towns, showing owner's name, lands, acres, ranges and sec., value, additions or subdivisions, value of improved or unimproved lots. No index. Bdw. on printed form. 200 pp. 20 x 14 x 1. 10 vols., 1920-28, basement str. rm.; 12 vols., 1928-32, auditor's record rm.

School Funds  
(See also entry 98)

152. INVENTORY OF LOANS AND TRUST FUNDS, 1900-35. 1 vol.

Record of inventory of school fund loans, showing register of loans, no. of loan, date, original amount of loan, amount of cash paid, total loan unpaid, interest paid, interest due, amount of fund.



# School Funds(continued)

represented by forfeited lands, and remarks. No index. 1 vol. 250 pp.

13 x 14 x 5. Auditor's rm.

## 153. RECORD OF SCHOOL FUND LOANS, 1856--. 6 vols.

Record of loans made from the school funds, showing date, no., of loan, name, amount of principal, interest for each year of term borrowed, balance in full, and remarks. Indexed alph. by name of mortgagor. Adv. on printed form. 550 pp. 13 x 14 x 5. Auditor's rm.

## 154. SCHOOL FUND MORTGAGE, 1910--. 7 file boxes.

Record of mortgages of school funds, showing mortgagor, kind of fund, date of issue, land description, amount of mortgage, and notary public signature. No index. 4 x 14 x 12. 5 file boxes, 1910-32, auditor's vt.; 2 file boxes, 1932--, auditor's off.

## 155. RECORD OF SALES AND DIVISIONS, 1833-50. 1 vol.

Record of sale of school lands, and division made of the funds, showing a drawn plat of each twp., description of each sec. sold, date and amount, date, and amount loaned, to whom, interest, name of purchaser, name of redeemer, date, and refunded purchase. Indexed alph. by name of borrower. Adv. 200 pp. 16 x 10 x 2. Auditor's vt.

For later records, see entry 153.

## Official Bonds (See also entries 23-30)

## 156. OFFICIAL BOND RECORD, 1913--. 1 vol.

Record of bonds given by county and twp. officials, showing name, address





Official Bonds (continued)

of party, kind of office, date of appointment, date qualified, term of office, amount of bond, and names of sureties. Indexed alph. by name of person bonded. Hdw. on printed form. 300 pp. 18 x 12 x 2. Auditor's vt.

157. BONDS, 1903-19. 6 file boxes.

Record of bonds given by the office holders to obtain the position, showing amount of bond, name of bondsmen, official's name, date of bond, and date filed. No index. 4 x 14 x 12. Auditor's vt.

158. TRUSTEE BOND RECORD, 1900-35, 1 vol.

Record of bonds given by the trustee to hold the office of trustee, showing names of bondsmen, date, amount of bond, name of trustee, for which twp., and signature of auditor. Indexed alph. by name of trustee. Hdw. on printed form. 250 pp. 18 x 12 x 2. Auditor's vt.

159. TOWNSHIP ASSESSOR'S BOND RECORD, 1900-13, 1 vol.

Record of bonds made by the assessor to assure the faithful performance of his duties, showing name of bondsmen, date, amount of bond, name of assessor, for which twp., and signature of auditor. Indexed alph. by name of assessor. Hdw. on printed form. 250 pp. 18 x 12 x 2. Auditor's vt.

Liquor Bonds

160. RETAILER'S BOND RECORD, 1900-17. 2 vols.

Record of bonds given by retailers of liquor, showing name, address, amount of bond, name of bondsmen, amount of security, and dates. Indexed alph. by name of retailer. Hdw. on printed form. 350 pp. 18 x 13 x 3. Auditor's vt.



The office of county assessor was created by an act of 1891 (Acts 1891, ch. 99, sec. 112). This officer is elected for a four-year term, there being no prohibition against successive terms in office. Qualifications are established by law: he must be a continuous freeholder of Jackson County for not less than four years prior to the date of his election, and he must provide a five thousand dollar bond, with two or more good freehold sureties approved by the auditor, who also administers the oath of office. His work is under the direction of the State board of tax commissioners, and he may be removed by that board, after a hearing, for incompetency, neglect of duty, or misconduct in office. (Acts 1919; Burns' Ind. Stat. Ann. 1933, 64-1101.)

The inception date of this office in Jackson County is 1891.

His duties are to instruct and advise the township assessors, to review their returns, to assess omitted real and personal property, to appraise estates for inheritance taxes, to carry out the orders of the State board of tax commissioners, and to report to the board any delinquencies of township assessors. He is ex-officio member and president of Jackson County board of review. He also sets the value upon intangibles for taxation, and examines public records to find if this tax is paid. (Acts 1919; Burns' ibid., 64-1101, 64-1102.)

No records could be found.



Jackson County has an annual board for the review of assessments and the equalization of the valuation of real and personal property. The board is composed of the assessor, treasurer, auditor, and two freeholders of opposite political parties, appointed by the judge of the circuit court. The assessor is the president and the auditor is the secretary of the board. (Acts 1919; Sec. 64-1201, 64-1205, Burns' Ind. Stat. Ann. 1933.) The inception date of this board in Jackson County is 1891. All of the records of this office are located in the courthouse.

From 1881 to 1891 the duties of reviewing and equalizing tax assessments were performed by a county board of equalization consisting of the county commissioners and four freeholders appointed by the circuit judge. (Acts 1881, ch. 96, p. 611.) The law of 1891 superseded this act and created the county board of review, composed of the treasurer, assessor, and auditor (Acts 1891). The act of 1919 reestablished the board, adding the two freeholder appointments to its membership.

It is the duty of the board to make changes in the valuation of the property in the township or any taxing unit within the township, and to determine the rate per cent to be added or deducted in order to make an equitable equalization of taxes throughout the county. The board also has the power, in proper cases, to correct the valuation of any particular tract or lot. (Acts 1919, *ibid.*)

If the board shall find the aggregate assessment too high or too low or unequal, it may set aside the assessment of the whole county, or township, or taxing unit therein, and order a new assessment (Acts 1919, *ibid.*).



181. COUNTY BOARD OF PUBLIC WORKS, 1891--. 2 vols.

Record of board meetings, and orders by the board to legalize assessments, allow and deduct mortgage exemptions, and increase or lower assessments, showing date, name of party or firm, what assessed, amount, and signatures of members of the board. No index. 1891-1920, hdw., 1920--, typed. 450 pp. 16 x 10 x 3. 1 vol., 1891-1911, auditor's vt.; 1 vol., 1912--, auditor's off.





XIII. BOARD OF TAX ADJUSTMENT

30

The board of tax adjustment of Jackson County consists of one member of the county council selected by the council, and six members appointed by the judge of the circuit court. The appointees must have the following qualifications; one shall be a township trustee; one shall be a mayor or president of the board of trustees of an incorporated town; one shall be a member of the city board of education; and three shall be resident freeholders of the county at large, not holding any public office. No more than four of the members of the board shall belong to the same political party. (Acts 1933; Burns' Ind. Stat. Ann. 1933, 64-504.) The inception date of this board in Jackson County is 1935. All records are located in the courthouse.

It is the duty of the board to examine, and if it deems necessary, revise, change, or reduce, but not increase, any tax levy and any corresponding items of the budget on which the tax levies are based, and apportion the total of all the levies so that the total levy on property within any municipal corporation for which the property therein is taxable, shall not exceed the total rate as provided by law. (Ibid.)

161a. COUNTY BOARD OF FINANCE (Minutes of Board of Tax Adjustment),

1916-27. Same as entry 163.

Record of the minutes of the meetings of the board of tax adjustment to regulate tax rates. No index. 4 x 14 x 12. Auditor's vt.



The board of Jackson County commissioners constitutes the board of finance. The auditor acts as secretary. The board may sue and be sued in its own name whenever necessary to accomplish the purposes intended by its creation.

The inception date of this board in Jackson County is 1907. All records are located in the courthouse.

The board of finance has charge of and controls the funds of Jackson County (Acts 1907; Burns' Ind. Stat. Ann. 1933, 61-606, 61-607).

The board of finance selects the depository for county funds. It approves the purchase of U. S. Government bonds or other interest-bearing obligations of the U. S. Government. It invites proposals to receive public funds on deposit, receives proposals, and creates and revokes depositories. (Acts 1907, 1909, 1931; Burns' Ind. Stat. Ann. 1933, 61-610 to 61-613.)

The General Assembly of 1935 repealed the act establishing this board, and in the same session in the "Depository Acts of 1935," re-established the board of finance practically unaltered (Acts 1935; Burns' Ind. Stat. Ann. 1933, 1936 Supplement, 61-606, 61-626, 61-631 to 61-639).

162. RECORD OF BOARD OF FINANCE, 1907-29, 1931--. 1 vol.

Record of meetings of the board of finance, showing action on bonds of security given by banks for depositing county funds, date, name of board members, their approval of banks and trust co. bids for deposits



of public funds, rate of interest to pay, and bids on bonds issued by county. No index. 1907-20, hdw.; 1921--, typed. 400 pp. 13 x 13 x 3. Auditor's off.

163. COUNTY BOARD OF FINANCE, 1916-27. 2 file boxes.

Record of proposals made by banks applying for designation as depositories of county funds; and bids on U. S. Government bonds, and Federal agencies selected as investments for county funds. No index. 14 x 12 x 4. Auditor's vt.

164. RECORD OF COLLATERAL SECURITIES, 1909-13. 1 vol.

Record of collateral securities deposited by banks and trust companies with board of finance to secure deposits of public funds, showing date deposited, by whom bond is issued, kind of bond, when bonds and coupons are payable, when bond is due, when interest is due, by whom approved, and date of withdrawal. No index. Hdw. 200 pp. 13 x 13 x 1. Auditor's vt.



The treasurer is a constitutional officer elected for a term of two years and is not eligible to serve more than four years in any period of six years. He is nominated in the primary and elected in the regular election. He is required to execute his official bond of not less than the amount of money which may come into his hands at any time during the term. (Indiana Const., Art. 6, Sec. 1, Sec. 40-5101, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Jackson County is 1817. All records are located in the courthouse.

The treasurer receives all money coming to Jackson County and disburses the same on the proper orders. He keeps fee books and cash books and makes quarterly reports to the auditor. At the expiration of his term of office he gives a sworn statement to the auditor showing specifically the amount of fees collected, and deposits with the auditor all orders redeemed. He makes a monthly statement to the treasurer of State, collects property and poll taxes and State license fees, and diverts to the State the proceeds from the sale of estate when the heirs are unknown. (Indiana Const., Art. 6, Sec. 1, 1 Indiana Rev. Stat. 1852; Acts 1855; Sec. 49-5105 to 49-5517, Burns' Ind. Stat. Ann. 1933.)

#### Tax Collections

165. TAX DUPLICATES, 1855--. 209 vols.

Record of taxes due and delinquent, showing date, amount, name of owner, and whether real estate or personal. Indexed alph. name of owner. 200 pp. 30 x 10 x 2. 185 vols., 1855-1927, basement vl.: 31 vl., 1928--., treasurer's off.





166. RECEIPTS OF TAX & COLLECTION, 1877--. 7 vols. (1877-1880, missing.)

Record of all taxes paid, showing twp., date, total collection, distribution of taxes, current, delinquent, insolvent, special assessments, and surplus tax. No index. Hdw. 500 pp. 18 x 12 x 2. 4 vols., 1877-83, basement vt. ; 3 vols., 1829--., treasurer's off.

167. TAX RECEIPT DUPLICATES, 1910--. 556 vols.

Duplicate receipts of taxes paid, showing no. of receipt, name, town, 1st and 2nd installment for delinquent, and total amount paid. No index. Hdw. on printed form. 200 pp. 10 x 6 x 2. 497 vols., 1910-33, basement stg. rm.; 59 vols., 1933--., treasurer's off.

168. SPECIAL SCHOOL FUND, 1887-1902. 21 file boxes.

A special tax set to raise more school funds to meet expenses, showing amount, date, and twp. No index. Hdw. 10 x 6 x 4. Treasurer's off.

169. COMMON SCHOOL FUNDS, 1896-1904. 18 file boxes.

A fund collected through taxes to <sup>be</sup> used for the upkeep of schools, showing names of supplies, and expenses, date, from whom, and signature of treasurer. No index. 10 x 6 x 4. Treasurer's off.

170. DOG FUNDS, 1879-1900. 6 file boxes.

Record of dog taxes used to pay damages by dogs to stock, showing date, amount of damages, amount paid, and name of party paid to. No index.

10 x 6 x 4. Treasurer's off.

171. INHERITANCE TAX, 1913--. 4 file boxes.

Record of taxes assessed on inheritance, showing name of estate and heirs, age, address, relation of heir, value of estate, exemptions, and amount. Arr. alph. by name of estate. 12 x 12 x 3. Treasurer's off.

For other records, see entry 141.



172. DELINQUENT TAX LIST, 1880-1900. (1-4).  
Record of delinquent taxes on lands and lots, showing date and amount  
of owner, description of land by sec., range, acres, or lots, nos. of  
block, or square, value of land, and improvements. No index. Hdw. 450  
pp. 16 x 14 x 3. 3 vols., 1880-1915, basement stg. rm.; 1 vol., 1916--,  
treasurer's off.

173. DELINQUENT RETURNS, 1823-1897. 6 file boxes.  
Record of all delinquent taxes, showing date, amount, twp., town, and  
penalty, added by law. No index. Hdw. 10 x 6 x 4. Treasurer's off.

174. COLLECTORS' REPORTS, 1849-1903. 3 file boxes.  
Delinquent tax collector's reports to treasurer, showing name of payee,  
amount, date paid, and date assessed. No index. 10 x 6 x 4. Treasurer's  
off.

175. INSOLVENT TAX LISTS, 1873--. (1,3-4). (Vol. 2, 1895-1912, missing)  
Record of taxes dropped from the duplicate because persons are unable to  
pay or have moved away, showing date, name, description and value of  
real estate or personal taxes, amount, interest, and total. No index.  
Hdw. 400 pp. 13 x 13 x 3. 1 vol., 1873-95, auditor's wt.; 2 vols., 1912--,  
treasurer's off.

#### Public Improvement Records

176. DITCH TAX DUPLICATE, 1923-1928. 1 vol.  
Record of taxes on property along ditches, showing description, no, of  
acres, name of owner, assessment, amount, 1st. and 2nd. installments, or  
amount of delinquent. No index. Hdw. Condition fair. 200 pp. 30 x 16  
x 3. Treasurer's off.



Receipts and Disbursements

177. DAILY BALANCE BOOK, 1890--. 27 vols.

Record of cash on hand, and balances in depositories for each day, showing receipts, currents, delinquent, state, county, total, depository accounts, name of depositories, balance previous day, deposits, withdrawals, and total balance. No index. Bdw. 500 pp. 13 x 14 x 3. 24 vols., 1910-34, basement stg. rm.; 3 vols., 1935--, treasurer's off.

For earlier records, see entry 179.

178. MONTHLY BALANCE, 1912--. 3 vols.

Record of monthly cash received and disbursed, showing date received, kind of fund, total received and disbursed, from whom received, to whom paid, balance, and overdraft. No index. Bdw. 500 pp. 13 x 14 x 3. 2 vols., 1912-20, basement vt.; 1 vol., 1920--, treasurer's off.

For earlier records, see entry 179.

179. CASH BOOK, 1894-1923. 57 vols.

Record of all cash received, showing date, from whom received, amount, to what fund credited, current, delinquent, school, or general funds, receipts, and remarks. No index. Bdw. on printed form. 400 pp. 13 x 14 x 3. Treasurer's basement vt.

180. REGISTER OF FEES, 1898-1908. 1 vol.

Record of all fees collected, showing date received, from whom, for what received, receipt no., amount, and name of fund to which credited. No index. Bdw. 450 pp. 13 x 20 x 3. Treasurer's basement vt.

For later records, see entry 181.



RECORDS OF THE TOWNSHIP OF ...

181. RECORD OF ...  
Record of amounts appropriated and of disbursements for all offices, showing date, no. of order, total paid, per ... court expenses, ... and bridges. No index. Hdw. on printed form. 500 pp. 24 x 13 x 2. Treasurer's vt.

For later records, see entry 182.

182. DIVIDEND BOOK, 1886-1911. 1 vol.  
Record of dividends of funds, showing name of twp. fund, road fund, special school fund, local tuition fund, dog fund, common school fund, Congressional fund, and liquor license fund. No index. Hdw. on printed form. 200 pp. 16 x 13 x 2. Treasurer's basement vt.

183. REGISTER OF WARRANTS, 1912--. 5 vols.  
Record of all warrants by depositories, showing date, warrant no., fund, amount, date redeemed, names of depositories. Indexed alph. by name of bank. Hdw. on printed form. 300 pp. 20 x 16 x 2. Treasurer's off.

184. REGISTER OF WARRANTS AND DEPOSITORY BALANCE, 1916-24. 3 vols.  
(1-3).

Record of all deposits and balances in depositories, showing name of depository, warrant no., date warrant issued, amount of deposit including balance, amount of warrant and balance. Arr. chron. Hdw. on printed form. 360 pp. 16 x 14 x 3. Treasurer's basement vt.

For earlier records, see entry 183.

185. REGISTER OF DRAFTS TRUST FUND, 1861-74. 1 vol.  
Register of drafts drawn from trust and other funds, showing date, in whose favor drawn, no. of loan, amount, interest, principal, redemption





Accounts and Disbursements (1866-1903) (cont.)

funds, May dividends, Nov. dividends, and erroneous list returned. No index. Hdw. on printed form. 200 pp. 10 x 10 x 2. Treasurer's basement vt.

186. DRAFTS OF TOWNSHIP FUNDS, 1866-1903. 71 file boxes.

Orders paid out by treasurer, showing to whom paid, such as townships, bus dividends, and trustee. No index. 10 x 6 x 4. Treasurer's basement vt.

187. REGISTER OF ORDERS REDEEMED, 1896-1914. 2 vols.

Record of orders passed by the commissioners' court, showing no. of order, principal, interest, kind of order, to whom paid, date presented and redeemed, and remarks. No index. Hdw. on printed form. 450 pp. 18 x 13 x 3. Treasurer's basement vt.

For later records, see entry 184.



By an Act of 1873, a county board of education was created. The board is comprised of the county superintendent of schools, the trustees of the county, and chairmen of the school trustees of each city and town of the county. The inception date of this board in Jackson County is 1873. All records are located in the courthouse.

The duties of the board shall be to consider the general wants and needs of the school and matters relating to purchase of school furniture, books, maps, and charts. (Acts 1873; Sec. 28-301, Burns' Ind. Stat. Ann. 1935).

188. RECORD OF PROCEEDINGS, SUPERINTENDENT OF SCHOOLS, 1873-1916.

1 vol.

Record of proceedings of the board of education, showing date of meetings, kind of business discussed and passed, and date set for next meeting. No index. Hdw. 450 pp. 18 x 12 x 2. Superintendent's off.



In 1875, by legislative enactment, the office of county superintendent of schools was created. This officer is elected by the township trustees and serves for a term of four years. The candidate must have had five years of successful experience as a teacher in the public schools, and at the time of his election he must hold a superintendent's license. He must give bond for five thousand dollars. (Acts 1875, 28-702, Burns' Ind. Stat. Ann. 1933). The inception date of this office in Jackson County is 1875. All records are located in the courthouse.

The superintendent exercises general supervision of the schools of Jackson County. He visits schools while they are in session, conducts teacher's institutes, and calls meetings of teachers of Jackson County once each month in the school year. He makes out the basis of apportionment of school revenues from the enumeration. He presides over the county board of education and receives applications for school aid relief. (Acts 1953; Sec. 28-901 to 28-911, Burns' Ind. Stat. 1953).

#### Activities and Reports

189. COUNTY SUPERINTENDENT'S RECORD, 1880-1923. 6 vols. (1880-1900, missing). Record of teachers' examinations, showing grades, teachers' monthly reports, name, graduated from what college, qualifications, and teaching experience. No index. Hdw. on printed form. 200 pp. 18 x 10 x 1. Condition fair. 5 vols., 1880-89, 1923, superintendent's off.; 1 vol., 1905-13, basement stg. rm.



Activities and Reports (continued)

Teachers

190. RECORDS, 1865-94. 2 vols.

Minutes of county institute meetings, showing dates, business transacted, and address of next meeting place. No index. Hdw. 200 pp. 10 x 6 x 1. Superintendent's off.

191. TEACHER'S LICENSES, 1919--. 32 file boxes.

Record of teachers' licenses, showing name, address, subject or class to teach, qualifications, and term. Indexed alph. by name of teacher.

5 x 6 x 14. 30 file boxes, 1919-35, basement stg. rm.; 2 file boxes, 1935 --, superintendent's off.

192. BI-MONTHLY REPORT, 1904-06. 2 vols.

Record of reports of teachers on students, showing student's name, age, years in each branch, per cent in each grade, general items, date promoted, twp., county, study courses, and average scholarship. Indexed alph. by twp. and thereunder numerically by report. Hdw. 350 pp. 18 x 14 x 2. Superintendent's off.

Pupils

193. PRINCIPAL'S REPORTS, 1917--. 32 file boxes.

Grade and attendance reports kept by principal of high school students, showing student's name, class, subject, grades, attendance record, and remarks. No index. Hdw. on printed form. 8 x 3 x 14. 30 file boxes, 1917-35, basement stg. rm.; 2 file boxes, 1935--, superintendent's off.





Activities and Reports--Physical Education

194. RESULTS OF HIGH SCHOOL TESTS, 1917--. 35 file boxes.  
Tests and grades of high school students, showing students name, subjects, date, grades, and remarks. No index. 5 x 6 x 14. 30 file boxes, 1917-35, basement stg. rm.; 5 file boxes, 1935--, superintendent's off.

195. HIGH SCHOOL GRADUATES, 1918--. 30 file boxes.  
High school graduates records, showing student's name, address, subjects, average per subject, and total credits. Arr. alph. by student's name.  
5 x 6 x 14. 30 file boxes, 1918-34, basement stg. rm.; 3 file boxes, 1934--, school superintendent's off.

196. WITHDRAWALS FROM SCHOOL, 1918--. 32 file boxes.  
Student withdrawals from high school, showing date, student's name, address, subjects, class, grades, withdrawal date, and reasons. No index. 5 x 6 x 14. 30 file boxes, 1918-35, basement stg. rm.; 2 file boxes, 1935--, school superintendent's off.



By legislative enactment in 1891, the office of health commissioner was created. This officer is elected by the county commissioners to serve for a term of four years. The inception date of the records in Jackson County is 1882. From 1882 until 1891 records were kept by the county board of health composed of the township trustees, a mayor, common council of each city in the county, and board of county commissioners. After the establishment of the health commissioners the board was abolished. The inception date of this office in Jackson County is 1891. All records are located in the courthouse unless otherwise stated.

It is the duty of the health commissioner to safeguard the health, and to promote sanitary systems for the citizens of the county. He is also required to study and check contagious diseases in the various communities, wherever and whenever possible, and advise and counsel various persons interested in the control of diseases. He is required to maintain records of births, deaths, marriages, make dairy inspections, food inspections, and hold regular examinations of pupils in the various schools of Jackson County at regular intervals. (Acts 1891; Sec. 35-103, Burns' Ind. Stat. Ann. 1953.)

197. BIRTH RECORDS, 1895--. 15 vols. (1882-94, destroyed by fire). Record of births, showing register no., date of birth, child's name, sex, color, or race, birthplace, mother's maiden name, and father's name. No index. Hdw. on printed form. 109 pp. 17 x 12 x 2. 12 vols., 1895-1926, C.C., jury rm.; 3 vols., 1927--., Dr. Cummins off., Evans St., Brownstown, Indiana.



198. MARRIAGES, 1895-1931. 11 vols. (1892-94, destroyed by fire.)

Record of marriages, showing groom's name, residence, age, color, occupation, parent's name, bride's name, residence, age, color, occupation, parent's name, date, and health commissioner. No index. Hdw. on printed form. 212 pp. 17 x 12 x 1 $\frac{1}{2}$ . C.C., jury rm.

For other records, see entry 31.

199. DANGEROUS DISEASES, 1895-1929. 4 vols.

Record of dangerous and contagious diseases, showing kind of diseases, family afflicted, address, name, age, sex, color, date of return, by whom reported, address, and record no. No index. Hdw. 75 pp. 17 x 12 x 1 $\frac{1}{2}$ . C.C., jury rm.

200. DEATH RECORDS, 1895--. 17 vols. (1892-94, destroyed by fire.)

Record of deaths, showing register no., name of husband or wife, birthplace, age, date of death, cause, and place of burial or removal. No index. Hdw. on printed form. 104 pp. 17 x 12 x 1 $\frac{1}{2}$ . 1895-1931, C.C., jury rm.; 1932--; Dr. Cummins off., Ewing St. Brownstown, Indiana.



The board of public welfare of Jackson County consists of five persons having a recognized interest in and knowledge of the problems of public welfare. The board is appointed by the judge of the circuit court; at least two members must be women and not more than three members may be adherents of any one political party. (Acts 1936, Sec. 52-1118, Burns' Ind. Stat. Ann. 1933.)

The inception date of this board in Jackson County is 1936. All records are located in the courthouse.

Subject to the rules and regulations of the State department of public welfare, the county board is charged with the administration of assistance to dependent children in their own homes, old age assistance, services and assistance to persons otherwise handicapped, the care and treatment of dependent, neglected, and handicapped children, children in danger of becoming delinquent, and other welfare activities as may be delegated to it by the State department of public welfare, under the provisions of the act, including services connected with assistance to the blind.

The director, who is appointed by the board of public welfare of Jackson County under the supervision of the circuit court, performs the functions of probation officer and agent of the court. (Acts 1936; Sec. 52-1119, 52-1120, Burns' Ind. Stat. Ann. 1933.)

A board of childrens' guardians, which was established in 1903 to care for neglected children, was abolished by the 1936 act and juris-





dictator was transferred to the board of public welfare (Acts 1936;  
Sec. 52-1121, Burns' Ind. Stat. Ann. 1933).

All jurisdiction vested in county boards pertaining to welfare  
work was transferred to the board of public welfare in 1936 (Acts 1936;  
Sec. 52-1403, Burns' Ind. Stat. Ann. 1933).

201. REGISTER OF APPLICATIONS, AGED, BLIND, AND CHILDREN, 1936--.

1 vol.

Record of applications of aged, blind, and children for assistance, showing  
application date, county code no., name of sex, application rejected  
or allowed, visitor's report, and date of board's action. Arr. chron.  
Hdw. on printed form. 300 pp. 16 x 10 x 2. Public welfare off.

202. RECOMMENDATION RECORD OF AGED, BLIND, AND CHILDREN, 1936--.

1 vol.

Record of recommendations by county public welfare director, and action  
of county board, showing rejection, award, revocation, application no.,  
applicant's name, action, and amount. Arr. chron. Hdw. on printed form.  
300 pp. 16 x 10 x 2. Public welfare off.

203. RECORD OF ASSISTANCE, 1936--. 1 vol.

Record of assistance given to aged, blind, and children, showing application  
no., name, address, monthly award, date pension granted, and if award is  
revoked or canceled. Arr. chron. Hdw. on printed form. 500 pp. 16 x 10 x  
2. Public welfare off.

204. RECORD OF REPAYMENT, 1936--. 1 vol.

Record of repayments for public assistance given, showing State, no.,  
date, from whom received, amount, reason, serial no., and director's  
signature. Arr. chron. Hdw. on printed form. 200 pp. 16 x 10 x 1.  
Public welfare off.



205. REGISTER OF CLAIMS, 1930-31. 1 vol.

Record of claims filed and approved, and warrants issued, showing claim no., date, payee, appropriation chargeable, name, amount, warrant issued by county auditor, date, and amount. Arr. chron. -dw. on printed form. 500 pp. 16 x 10 x 2. Public welfare off.



The county surveyor is a constitutional officer, elected for a term of two years without restriction on re-election. (Acts 1852; Burns' Ind. Stat. Ann. 1933, 49-3301). He must give bond in a sum fixed by the board of county commissioners. (Indiana Const., art. 6, sec. 2; 1 Ind. Rev. Stat. 1852; Burns' ibid., 49-3302). The inception date of this office in Jackson County is 1817. All records are located in the courthouse.

The surveyor has charge, under direction of the county commissioners, of all surveying and civil engineering work of the county. No professional qualifications are required either by constitution or statute.

If the surveyor elected is not a registered engineer, an assistant must be employed to perform the engineering duties of the office.

(1 Ind. Rev. Stat. 1852; Acts 1911; Burns' ibid., 49-3309.)

The duties of the office are of two classes, public and private. The surveyor prepares plans and specifications for public improvements and has charge of the construction and maintenance of drainage ditches in the county. He removes, after examination, the obstruction of any streams. He also has charge of the maintenance and repair of county highways, bridges, and culverts (ibid.). For private parties, he takes acknowledgments of mortgages and deeds for the conveyance of real estate (Acts 1857; Burns' ibid., 49-3317), and, upon request, runs boundary lines of farms and lots. (1 Ind. Rev. Stat. 1852; Acts 1875; Burns' ibid., 36-1110, 36-1111.)



Surveys and Records

206. SURVEYOR'S RECORD, 1857-51. 2 vols.

Record of surveyor's original survey of county, showing tps., range, sec., description of corners, witness, size, course, distance, and corners perpetuated. No index. Hdw. on printed form. 200 pp. 13 x 13 x 2.  
Highway supervisor's off.

207. DRAINAGE RECORD, 1880--. 3 vols. Variation Ditch Record.

Record of allotments for ditches and drains, showing hand drawn maps, allotment no., owner's name, description of land, completion date of sec. and completion date of station to station. Arr. alph. by name of ditch. 1880-1931, hdw.; 1931--, typed on printed form. 250 pp. 13 x 13 x 2.  
Highway supervisor's off.





Roads, from pioneer times, were under local supervision. From 1879 to 1913 the county commissioners constituted a board of turnpikes directors, serving as supervisors, each in his own district. In 1913 the county highways were placed in charge of a superintendent of highways, who was appointed by the county commissioners for a term of four years. Some records bear his name and title. This office was established in 1913, and abolished March 1, 1933; and the powers and duties given to the surveyor. (Acts 1913, ch. 330, p. 377, 1933; Burns' Ind. Stat. Ann. 1933, 33-1115.)

In order to provide for necessary supervision in counties warranting more attention than the surveyor can give, the board of county commissioners has the right to employ, at its option, a highway supervisor (Acts 1933; Burns' *ibid.*, 33-1110). The board of commissioners of Jackson County has appointed a separate highway supervisor. The inception date of this office in Jackson County is 1933. All records are located in the courthouse.

The highway supervisor oversees the maintenance and repair of all highways, bridges, and culverts of the county, and has authority to fix the limits of loads carried over them. It is his duty to see that the mail routes are kept open. He must attend the annual road school at Purdue University. (Acts 1933; Burns' *ibid.*, 33-1101 to 33-1110.)

208. SUPERINTENDENT HIGHWAY RECORD, 1908--. 28 vols. (1-28).

Record of highway expenditures and office expenses, showing expenditures by districts. Arr. by district no. Num. on printed form. 280 p., 15 x 15 x 3. Highway supervisor's off.



Maps

209. JACKSON COUNTY, 1945. 1 map.

Communications map of Jackson County, showing all highways and railroads.

Drawn by J. W. Deickman. Black and white. Scale, 2" to 1 mile. 42 x 48.

Highway supervisor's office.



The office of county (agricultural) agent was created by legislative enactment in 1913. The act provides that this office shall come into existence whenever twenty or more residents of a county who are actively interested in agriculture and domestic science, file a petition with the county board of education. The petition is then presented to the county council, which must provide appropriation for a salary and expenses for the maintenance of this office. The board of education then applies to Purdue University for the appointment of a county (agricultural) agent. The appointment is subject to the approval of both county and State boards of education, and is made annually, but reappointments may be made for two-year terms. The State also contributes, through the university, part of this officer's salary from the State educational funds. Both salary and expense accounts must be approved by Purdue University before payment by the county. (Acts 1913, 1925, 1927; Burns' Ind. Stat. Ann. 1933, 28-4911.)

The inception date of this office in Jackson County is 1915. All of the records are located in the courthouse.

The duties of the agricultural agent, under the supervision of Purdue University, include cooperation with movements for the advancement of agriculture, farmers' institutes and clubs; giving advice to farmers on practical farm problems; conducting farm demonstrations and boys' and girls' clubs and contests; and aiding the county superintendent of schools in furnishing practical education in agriculture and domestic science (ibid.).



20. In 1931, the first Agricultural Extension Agent, who was appointed to the county agent, was created (Acts 1931; Senate 1931, 20-5327).

210. AGRICULTURAL EXTENSION MONTHLY REPORT, 1932--. 1 file box. Agricultural agent's reports to Purdue University, showing meetings, kind of meeting, distribution and attendance, date, days spent by agent, days helped by agent, and farms visited. Arr. chron. 12 x 12 x 30. Agricultural agent's off.

211. 4-H BOYS' CLUB, 1932--. 1 file box. 4H Club's membership cards, showing members' names, ages, addresses, and kind of club to which member belongs. Arr. alph. by name of member. 12 x 12 x 30. Agricultural agent's off.

212. 4H GIRLS' CLUB, 1932--. 1 file box. 4H club's membership cards, showing members' names, ages, addresses, and kind of club to which member belong. Arr. alph. by member's name. 12 x 12 x 30. Agricultural agent's off.

1937



















